NOVA chat 5 · 2nd Generation
NOVA chat 8 · 1st Generation
NOVA chat 10 · 3rd Generation
NOVA chat 12 · 1st Generation

User's Guide

Saltillo Corporation
2143 Township Road 112
Millersburg, OH 44654
www.saltillo.com

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Microsoft's agreement states:
INSTALLATION AND USE RIGHTS. You may install and use one copy of the software on each computer on your premises that you use to exchange data and software with portable devices powered by a Microsoft operating system.

Saltillo grants permission for the use of Chat Editor on each computer used to exchange data with the NOVA chat.

⚠ Attention! Consult accompanying documents.

⚠ Warnings!

Device not intended to be an emergency call device or sole communication device.

When operating this device in a medical environment, do not use with any product that is not medically approved.

Do not use the NOVA chat close to sources of RF radiation or you may encounter interference. Move away, if possible, from the source of the interference.

Any mounts used should be fitted by a qualified person. Failure to install the mounting system according to the manufacturer's instructions may result in an injury to the user.

Analysis of positioning by a qualified person is required to prevent repetitive stress injuries to the user.

Saltillo Corporation assumes no responsibility for any loss or claims by third parties which may arise through the use of this product.

Saltillo Corporation assumes no responsibility for any damage or loss caused by the deletion of data as a result of malfunction repairs or battery replacement. Be sure to back up all important data on other media (computer) to protect against its loss.

⚠ Cords and straps are potential strangulation hazards. Please consider this prior to placing these items with device users.

Implantable Medical Devices

A minimum separation of six (6) inches should be maintained between a handheld wireless mobile device and an implantable medical device, such as a pacemaker or implantable cardioverter defibrillator, to avoid potential interference with the device.
Persons who have such devices:

- Should ALWAYS keep the mobile device more than six (6) inches from their implantable medical device when the mobile device is turned ON;
- Should not carry the mobile device in a breast pocket;
- Should turn the mobile device OFF immediately if there is any reason to suspect that interference is taking place
- Should read and follow the directions from the manufacturer of your implantable medical device. If you have any questions about using your wireless mobile device with an implantable medical device, consult your health care provider.

Table of Contents

Welcome to NOVA chat

This user's guide offers step-by-step instructions for most operations available with your NOVA chat device. Additional information is available as follows:

Support articles can be found on the Saltillo website:

http://saltillo.com/support/

Training opportunities can be found on the Saltillo website:

http://saltillo.com/webinars

Contact Saltillo for Operational or Technical support at:

Phone: 1-800-382-8622

Email: service@saltillo.com

Trouble Tickets:

http://saltillo.com/tt/

For Realize Language™ website support:

support@realizelanguage.com

What's Included

Your NOVA chat Device

Battery Charger

Stylus

⚠ The stylus is a potential hazard for choking or for poking the eye.

Colored Cases

Blue, Green, Purple, Gray

Strap Attachments

⚠ The strap attachments are a potential choking hazard.

Chat Editor Install CD
Includes a user manual and VocabPC Tour Guide

NOVA chat Recovery Disk

This User's Guide

Note: We suggest that you keep your packaging materials.

Charging the Device and Amplifier

A battery charger was included in the box with your device. The charger cables allow you to charge the device and the amplifier at the same time.

Connecting the Charger and Cables

Plug the charger into a wall outlet—a surge protector is recommended.

Plug the mini connector into the mini USB port on the amplifier case and plug the micro connector into the micro USB port on the device.

NOVA chat 5

NOVA chat 8

NOVA chat 10

NOVA chat 12

NOVA chat 12 Detail

**Device USB charging port
(back of device facing up)**

**If you insert a USB 2.0 Micro cable
(with the back of the device facing up),
the connector will insert into the left
side of the port. It will *not* fill the entire
port.**

**If you insert a USB 3.0 Micro B cable, the
connector will fill the entire port.**

Charging the Device and Amplifier

We suggest charging both the device and amplifier each night. The red
battery indicator next to the amplifier's charger connection should be
on while charging and will flash when it is fully charged.

1. Tap the power button to turn off the display light.
2. Plug the charger's connectors into the device and amplifier.
3. Plug the other end of the charger into a wall outlet.

When the device and amplifier are fully charged:

1. Unplug the connectors from the device and amplifier.
2. Unplug the charger from the wall outlet (optional).
3. Tap the device's power button to turn the display on.

Checking Battery Status

You can check the battery status of the device and amplifier by navigating menus or by having a button on a vocabulary page that checks the status.

Checking Battery Status Using Menus

You can check the battery status of both the device and the amplifier by navigating menus.

Choose **Menu** ▤ or ▭ > **Settings** > **System** > **About Device**.

The screen will show the battery charging status and charge level for both the device and the amplifier.

Checking Battery Status Using a Button

Some Saltillo-provided vocabulary files already include buttons for checking the battery status. For example: WordPower™ offers the option from the last page of Groups, and MultiChat 15 offers the button on the Device Tools page from the second page of "Things".

To create a button that checks the battery status of both the device and the amplifier, create a button on a vocabulary page that contains the action "Battery Status".

1. Press and hold on the button you want to modify. (Right-click the button if you are using Chat Editor.)
2. Choose **Edit Button** to display the Button Properties.
3. Choose the **Actions** tab.
4. Use the drop-down list to select the **Battery status** action.
5. Choose **OK**.

Any time you choose this button, the application will speak the battery status of the device and the amplifier and display the information in the Speech Display Bar (SDB).

Device and amplifier battery status

Device battery is 82% charged. Amp battery is 82% charged.
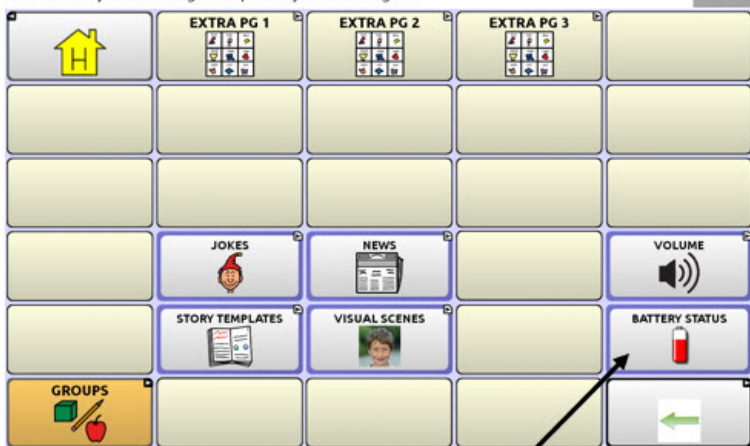
Battery Status button

For additional information on creating a button action, see "Adding or Modifying a Button Action" on page 65.

Turning the Device On and Off

The power button is located on the top edge of the device.

NOVA chat 5   **NOVA chat 8, 10, or 12**

To turn your device on from a complete power-down:

Press and hold the power button.

To turn your device off for storage:

1. Press and hold the power button.
2. At the prompt, choose **Power off**.
3. Choose **OK** to confirm.

To turn the screen on and off for daily use:

When using the device on a daily basis, tap the power button quickly to turn just the screen on and off. We suggest tapping (not holding) the power button to turn off the screen. Tap the power button to wake up the screen.

There is no need to turn the amplifier off when using the device on a daily basis. If you are in an environment that requires turning off the amplifier or if you will be leaving the device in storage for a long period of time, see "Turning the Amplifier On and Off".

To change the screen timeout setting:

The screen is set up to power down automatically after a specified period of no activity. To change the period of delay between the last key press or screen touch and the automatic screen timeout:

Choose **Menu** or > **Settings** > **System** > **Display Settings** > **Screen Timeout** and choose the appropriate setting.

Turning the Amplifier On and Off

Typically, the amplifier should be left on. When the amplifier is off, speech is still available, but it comes from the device's internal speaker.

NOVA chat 5   **NOVA chat 8 or 10**

NOVA chat 12

Note: The NOVA chat 12 amplifier power button (labeled "I/O") is recessed slightly to avoid pressing it accidentally. If you have difficulty pressing it, use the touchscreen stylus that came with your device.

To turn the amplifier off:

Press and hold the amplifier power button until both the red and blue lights come on. Release the power button when the red light goes out.

To turn the amplifier on:

Press the amplifier power button for a second. The light will flash to indicate the amplifier is on and working properly.

The blue light will flash when on and not connected to the device. Once connected to the device, the blue light will glow steadily.

Reconnecting the Amplifier to Your Device

Make sure the amplifier is turned on and charged.

1. On your device, press and hold **Back** ⤺,
2. Choose **Yes** to confirm that you want to restart the application.
3. The device will scan for your amplifier and connect to it.

Turning Bluetooth On and Off

The amplifier and the device communicate using a Bluetooth connection. During air travel and in some medical facilities the Bluetooth option is required to be turned off.

Note: Bluetooth is only used to connect the amplifier and device. It has no other function.
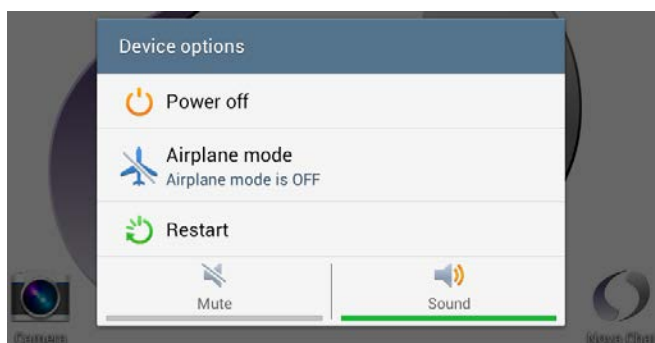
To turn Bluetooth off:

Press and hold the device's power button. The Device Options menu opens. Tap **Airplane Mode**. This puts the device into Airplane Mode.

To turn Bluetooth on:

Press and hold the power button and tap **Airplane Mode**. This takes the device out of Airplane Mode and turns Bluetooth back on.

NOVA chat 5 Device Features
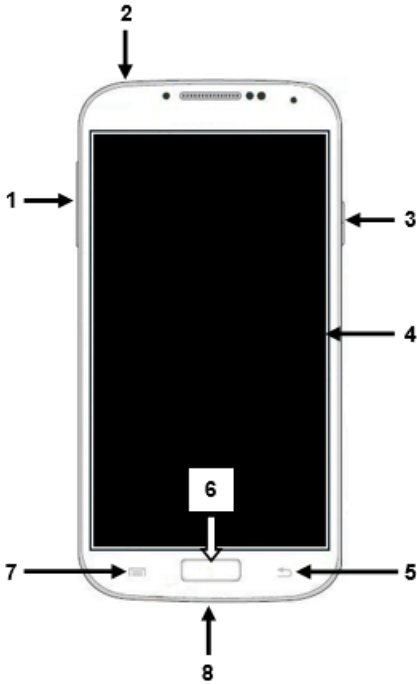
1. Volume button: Press to turn volume up or down
2. Headset jack (3.5 mm)
3. Power button: Press and hold to turn device on or off
4. Display: Displays the application screens
5. Back: Tap to return to the previous screen or menu. Press and hold to display an option to restart the application.
6. Home: Press to go to the home screen
7. Menu: Tap to display menus that allow you to select a vocabulary file, enable or disable augmentative options, set how and when to speak messages, and configure a wide variety of additional options.
8. USB port: Connect a USB cable for charging the device or transferring vocabulary

NOVA chat 8 Device Features
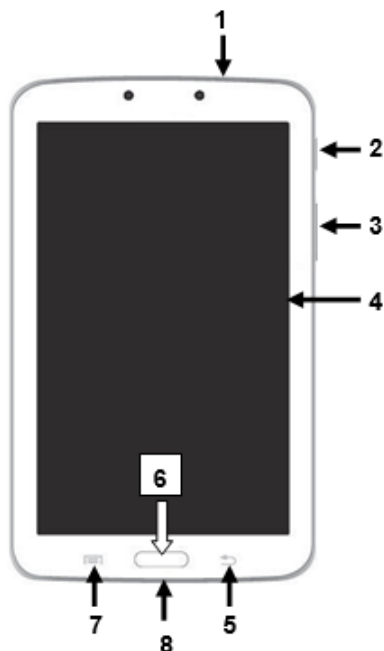
1 Headset jack (3.5 mm)

2 Power button: Press and hold to turn the device on or off

3 Volume button: Press to turn the volume up or down

4 Display screen: Displays the application screens

5 Back: Tap to return to the previous screen or menu. Press and hold to display an option to restart the application.

6 Home: Press to go to the home screen

7 Menu: Tap to display menus that allow you to select a vocabulary file, enable or disable augmentative options, set how and when to speak messages, and configure a wide variety of additional options.

8 USB port: Connect a USB cable for charging the device or transferring vocabulary

NOVA chat 10 Device Features
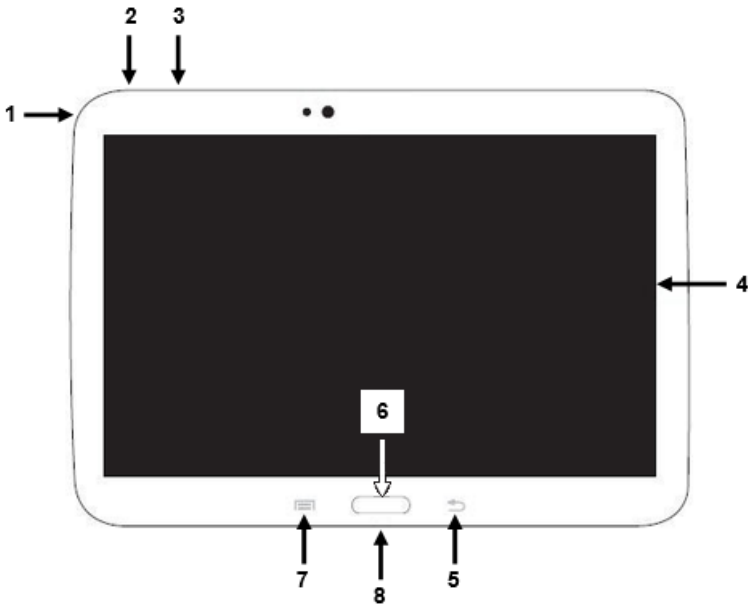
1   Headset jack (3.5 mm)

2   Power button: Press and hold to turn the device on or off

3   Volume button: Press to turn the volume up or down

4   Display screen: Displays the application screens

5   Back: Tap to return to the previous screen or menu. Press and hold to display an option to restart the application.

6   Home: Press to go to the home screen

7   Menu: Tap to display menus that allow you to select a vocabulary file, enable or disable augmentative options, set how and when to speak messages, and configure a wide variety of additional options.

8   USB port: Connect a USB cable for charging the device or transferring vocabulary

NOVA chat 12 Device Features

Front View
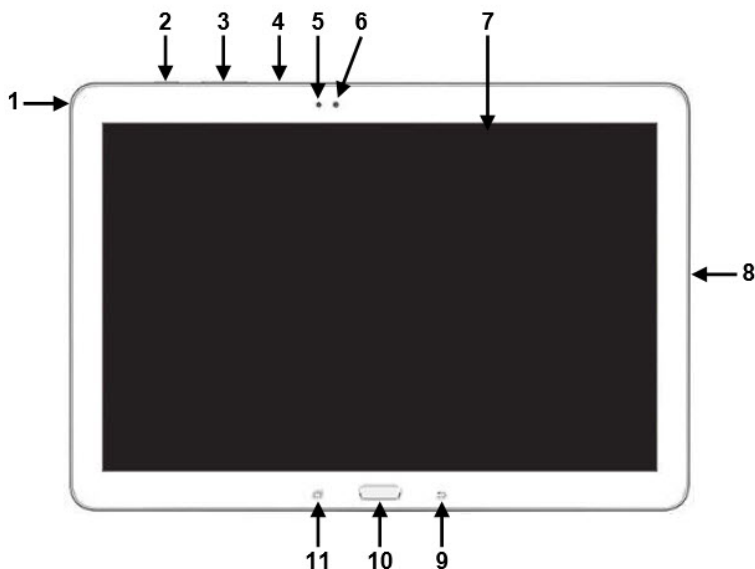
1. Headset jack (3.5 mm)
2. Power button: Press and hold to turn the device on or off
3. Volume button: Press to turn the volume up or down
4. Microphone
5. Light sensor
6. Camera lens
7. Display screen: Displays the application screens
8. USB port: Connect a USB cable for charging the device or transferring vocabulary
9. Back: Tap to return to the previous screen or menu. Press and hold to display an option to restart the application.
10. Home: Press to go to the home screen
11. Menu: Tap to display menus that allow you to select a vocabulary file, enable or disable augmentative options, set how and when to speak messages, and configure a wide variety of additional options.

Side and Back View

1   USB port for charging the device or transferring vocabulary

2   Amplifier charging port and LED

3   Switch jack A

4   Switch jack B

5   Headset jack

6   Amplifier power button and LED

7   Handle

8   USB port for a USB mouse or keyboard

9   Wheelchair mounting plate*

10   Stand

* If you need to replace the wheelchair mounting plate, see "Replacing the Wheelchair Mounting Plate: NOVA chat 12".

Controlling Volume

⚠️ **To prevent possible hearing damage, do not listen to earphones at high volume levels for long periods.**

The volume button is located on the edge of the device. Press the ends of the button to increase or decrease volume.

NOVA chat 5   **NOVA chat 8, 10, or 12**

In addition to using the volume button, you can add volume controls to buttons within vocabulary pages. For details, see "Adding or Modifying a Button Action" on page 65.

An amplifier has been provided for additional volume. The amplifier is powered by its own battery and must be charged and turned on in order to provide sound.

The amplifier communicates with the device by means of a Bluetooth connection. If the two lose this connection, the sound will be provided only by the device speakers and may not be sufficient for your environment.

To reconnect the device to the amplifier, press and hold **Back** ↩ and choose **Yes** to confirm that you want to restart the application. The device will scan for your amplifier and connect to it.

If the amplifier does not reconnect, make sure the amplifier is on and charged. For details on turning the amplifier on, see "Turning the Amplifier On and Off" on page 16.

Adjusting the Stand: NOVA chat 5

The amplifier stand can be used to hold the NOVA chat screen in either landscape or portrait orientation. Rotate the stand until it is perpendicular to the surface of the amplifier.

Then position the unit to landscape or portrait orientation as needed.

Adjusting the Stand: NOVA chat 8 or 10

The amplifier itself provides a slight angle for viewing the screen when the device is sitting on a flat surface. If an additional angle is needed, extend the legs of the stand away from the amplifier.

Removing the Stand: NOVA chat 8 or 10

The stand is intended to be a break-away stand to avoid pinching. It is secured to the handle with a tension fit. Expand the sides of the stand and pull it out of the holes in the handle.

Note: Be sure to store the stand in a safe location in case you want to reattach it later.

⚠ **When the stand is removed, it becomes a potential hazard for choking or for poking the eye.**

Positioning the Stand: NOVA chat 12

To position the device at an angle for easy viewing of the screen, do the following:

1. Place the device face-down on a flat surface.
2. While holding your thumb on the edge of the device below the stand's bottom support, press on the *inside* of the support with the tip of your index finger (or the tips of several fingers) to pull the support *away* from the latch.

3. Lift the support away from the back of the device …

4. until the legs latch into place.

Removing and Reattaching the Stand: NOVA chat 12

If you do not want to use the stand, you can remove it from the back of the device. You can reattach it easily at any time.

Removing the Stand

1. Position the stand so that it is not latched in place.
2. Squeeze near the end of one leg with your fingers until the small peg disengages from the holder.

3. Pull the leg up until it is completely out of the holder.
4. Repeat for the other leg.

Note: Be sure to store the stand in a safe location in case you want to reattach it later.

⚠️ **When the stand is removed, it becomes a potential hazard for choking or for poking the eye.**

Reattaching the Stand

1. Squeeze near the end of one leg of the stand with your thumb and index finger.
2. Push the leg into the holder until the small peg snaps into place.
3. Repeat for the other leg.

Removing the Handle: NOVA chat 10

If you do not plan to use the handle, you can remove it by simply removing two screws.

Handle Screw

1. Remove the stand, if it is in place.
2. Remove a screw from each side.
3. With some tension, extend the sides out around the casing.

⚠ **The stand, handle, and screws are potential choking hazards.**

Removing the Handle: NOVA chat 12

If you do not plan to use the handle, you can remove it by removing the four screws that hold it in place.


⚠ **The handle and screws are potential choking hazards.**

Replacing the Wheelchair Mounting Plate: NOVA chat 12

Your NOVA chat 12 device shipped with the wheelchair mounting plate installed. If you need to replace it, follow these instructions.

1. Place the device face-down on a flat surface. Be careful not to scratch the display.
2. Remove the three screws from the old mounting plate and remove the plate from the back of the device.
3. Align the three tapered holes in the new mounting plate with the three threaded holes on the back of the device.

   Important! Be sure that the plate is oriented so that the additional hole for the holding pin is in the upper left.
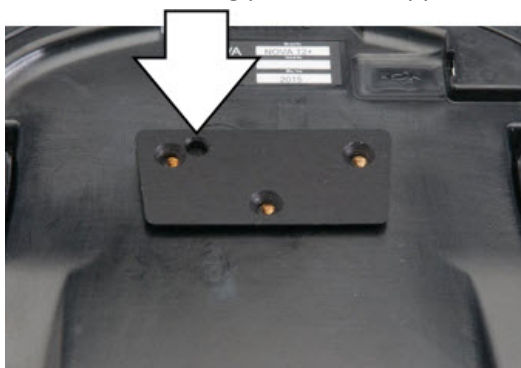
4. Insert and tighten the screws.

⚠ **Store or dispose of the old mounting plate and screws safely. Loose screws can be a choking hazard.**

Attaching a Strap: NOVA chat 5

For hands-free transport, loops for attaching a strap were provided in your NOVA chat package. First, decide whether you want to carry the unit in landscape or portrait orientation.

Then, attach two loops to the appropriate side as shown.

1

2

3

4

Note: Do not attach a strap directly to the plastic case as this may damage the device.

⚠ **The loops are a potential choking hazard.**

Attaching a Strap: NOVA chat 8 or 10

For hands-free transport, loops for attaching a strap were provided in your NOVA chat package. For convenience, there are two sets of strap holders—one at the top of the device and another at the bottom.

Attach two loops to the appropriate holders. The basic method of threading and tying the loop is the same for NOVA chat 8 and NOVA chat 10 devices.

1

2

3

4

Note: Do not attach a strap directly to the plastic case as this may damage the device.

⚠ **The loops are a potential choking hazard.**

Attaching a Strap: NOVA chat 12

For hands-free transport, loops for attaching a strap were provided in your NOVA chat package. For convenience, there are two sets of strap holders—one set on the handle and another set on the bottom edge of the device.

Note: If you remove the handle, simply attach the strap to the bottom holders.

Attach two loops to the appropriate holders as shown.

1

2

3

4

Note: Do not attach a strap directly to the plastic case as this may damage the device.

⚠ **The loops are a potential choking hazard.**

Using the Touchscreen

Your device comes with a capacitive touchscreen. It responds best to a light touch from the pad of your finger. You can also use the stylus that was provided with your device. See "Using the Stylus".

Important! Using excessive force or a metallic object when pressing on the touchscreen may damage the tempered glass surface and void the warranty.

Note: To clean the touchscreen, see "Routine Cleaning and Disinfecting" on page 34. If your device will be used by more than one client, see "Disinfecting a Device for Use by Multiple Clients" on page 34.

Using the Stylus

A compatible stylus was provided with your device. If you prefer to purchase a different stylus, be sure it is compatible with a capacitive touchscreen

Note: The stylus provided has an opening on the end and can be attached to an individual or the device using a chain, string, or lanyard.

⚠ **The stylus is a potential hazard for choking or for poking the eye.**

Cleaning and Disinfecting Your Device

If your device will only be used by one client, routine cleaning and disinfecting should be sufficient. If, however, multiple clients will be using the device, take additional measures to clean and disinfect the device after it has been used by one client before allowing it to be used by another client.

Routine Cleaning and Disinfecting

To clean your device case and screen, turn the device off, wipe with a soft, lint-free cloth slightly dampened with water, and dry with another soft, lint-free cloth. *Do not spray or splash liquid directly on the device*.

To disinfect the case, moisten a clean cloth in a solution of 1/4 cup of vinegar and 1 cup of water. *Do not use vinegar and water on the display*.

Disinfecting a Device for Use by Multiple Clients

Note: This section applies only when multiple clients will be using the same device. In that situation, it's vital to effectively disinfect the device and accessories that have been used by a client before handling and use by another client.

First Step: Put on protective gloves

Next Step: Clean the device and accessories

1. Wipe down the device and accessories with disinfectant wipes (Virucidal, Bactericidal, Pseudomonacidal, Tuberculocidal, Fungicidal)——Metrex CaviWipes™. Follow the disinfectant product manufacturer's instructions for *cleaning*.
2. Take a Q-tip with cleaner applied (for example, Windex® or another commercial cleaner) and clean inside all cracks and crevices. You may want to use a toothbrush or similar brush.
3. Blow the device off with an air hose, or wipe it dry.

   Important! Make sure all soil is removed from the device and accessories. This is vital before proceeding to disinfecting the equipment.

Next Step: Disinfect the device and accessories

1. Wipe down the device and accessories with a new disinfectant wipe (Virucidal, Bactericidal, Pseudomonacidal, Tuberculocidal, Fungicidal)—Metrex CaviWipes. Follow the disinfectant product manufacturer's instructions for *disinfecting*.
2. Make sure to clean inside all cracks and corners, and wipe more than once if necessary to keep the device wet for a minimum of three (3) minutes.
3. Allow the device and accessories to dry.

Final Step: Wipe the touchscreen

1. When the device and accessories are dry, wipe down the viewing area (touchscreen, keyguard, etc.) with glass cleaner, so the screen doesn't discolor.
2. Allow the equipment to dry.

Using the Home Screen

The home screen allows you to place shortcuts, widgets, and other items to customize the device to your needs.

To display the home screen, press **Home** ⬭ on the device.

Note: Dedicated (locked) devices do not have access to the home screen. Unless stated otherwise, instructions in this user's guide start with the device unlocked and running the application.

Using the Status Bar

The status bar at the top of the home screen displays icons to show notifications, battery power, and connection details.

Pulling down on the status bar displays options for viewing notifications and quickly turning on or off some commonly-used operating system settings.

Adding Shortcuts

The home screen provides shortcuts to applications. You can add shortcuts as you need them.

To add a shortcut to an app or widget:

1. Press and hold on an empty area of the home screen. A menu opens.
2. Tap the **Apps** shortcut. The Apps tab is displayed. If you want to add a widget, choose the **Widgets** tab.
3. Press and hold on the item for which you're creating the shortcut. The shortcut is placed on the home screen automatically.

To remove a shortcut:

1. Press and hold on the shortcut until **Remove** appears.
2. Drag the shortcut to **Remove**.

Opening and Closing the Application

From the home screen or Apps folder, tap the NOVA chat shortcut.

When the application is open, pressing **Home** ⬭ will minimize the application and display the operating system's home screen.

To close the application, press and hold **Back** ↩ and confirm by choosing **Yes**.

Using the power button to turn off the device will also close the application and all open apps. Turning the device on from a full power-down will restart the application automatically.

Note: For the best performance of NOVA chat, close any apps that are running in the background.

Using the Application Screen

The Speech Display Bar (SDB) displays text from button presses.

To delete the last word on the SDB, tap **X** once. To clear all words, press and hold **X**.

I want to talk to you

ABC	PEOPLE	QUESTN ?	SOCIAL	DESCRB
clear	I	me	to	1 4 9 5 2 8
delete	my	is	HELPING VERBS are was...	TIME
.	it	do	ACTIONS	PLACES
-s	you	that this at out	a-	the
GROUPS	your	-s -ing -er -est	and	with
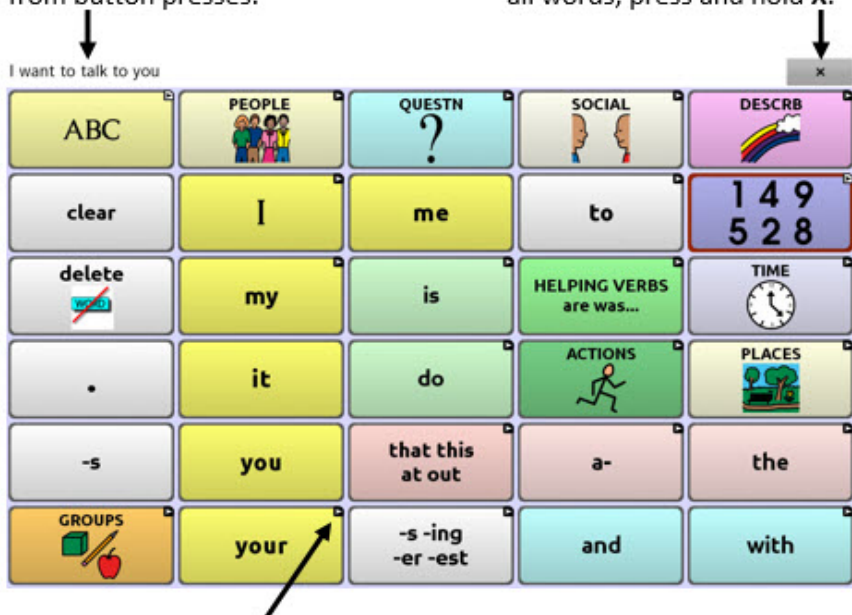
A small arrow in the upper corner of a button indicates that the button links to another page. For information on resizing or hiding an arrow link, see "Modifying a Button Arrow Link" on page 64.

Using Application Menus

The Menu and Back button icons only illuminate when you tap them.

After choosing **Menu** ▭ or ▭, groupings of menus appear. These menus vary depending on other settings in the application.
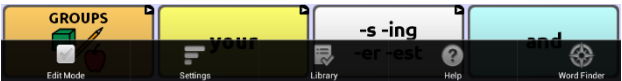
In Edit Mode

In Edit Mode, all the buttons are outlined, indicating that they can be edited. When the menu disappears, the words "Edit Mode", followed by the name of the vocabulary file and the name of the current page, appear in red across the bottom of the screen.

Note: Chat Editor displays the menus at the top of the screen.

Option	Description
Edit Mode	Turn editing on or off
Settings	Customize NOVA chat features
Library	View the vocabulary files
Help	View help and other information
Pages	View a list of pages
Edit Page	Edit the current page
Edit Vocabulary	Edit the current vocabulary
More	View additional options
Hide Mode	Turn Hide Mode on or off

Choosing a Vocabulary File

Choosing an appropriate vocabulary file is imperative to the success of the device user. Saltillo suggests that a qualified speech language pathologist, teaching staff, parents, and device user are all part of the decision process of choosing an appropriate vocabulary file.

When choosing a file, consider the following:

- The device's access capabilities
- The user's current and potential cognitive capabilities
- The potential effect of screen orientation on the user
- The user's ability to work better with pictures or symbols
- The vocabulary's ability to be customized

Considering the Device's Access Capabilities

The device's access capabilities depend on the number of buttons on a page.

File	Buttons per Page
4 Basic	Provides 4 buttons per page
VocabPC	Provides 12 buttons per page
MultiChat	Provides 15 buttons per page
WordPower	Offers 20, 24, 30, 42, 48, 60, 80, and 108 buttons per page

Considering the User's Cognitive Capabilities

It's important to consider the user's current and potential cognitive capabilities—his or her current literacy level and emerging literacy.

File	Literacy Level
VocabPC	Developed for those with developmental delays
WordPower	Word-based for those who are literate
MultiChat 15	Developed for those with emerging literacy
Essence	Developed for adults with acquired speech disorders

Additional Considerations

When choosing a vocabulary, keep these additional considerations in mind.

Screen orientation

Some individuals may work best with pages displayed in landscape orientation, while others may do better in portrait orientation.

Visual issues

Some people will work best with symbols, while others may do better with pictures.

Customization

Each individual has unique capabilities. To accommodate these capabilities, you can modify buttons, pages, and settings to best suit the device user. Customizations can be made directly on the device or by using Chat Editor running on a computer.

Exploring Vocabulary Files

NOVA chat provides a variety of vocabulary files. To view these files, choose **Menu** ▤ or ⊡ **> Library**. Available vocabulary files will be listed.

✔	The vocabulary file that is currently open.
🔒	An original Saltillo-provided vocabulary file that cannot be modified or deleted. To customize a vocabulary file, make a copy of it and customize the copy. See "Creating a Customized Vocabulary File" for ways to make a copy.

Important!

A vocabulary file that you customized before software release 2.0 can only be transferred between NOVA chat and Chat Editor.

A vocabulary file that you customized with release 2.0 software or later can be transferred between NOVA chat, TouchChat, and Chat Editor.

For information on transferring vocabulary files, see "Transferring Vocabulary Files" on page 114.

Available Vocabulary Files

From the list of available vocabulary files, tap on a file name, choose **Open,** and explore the file. Take some time to explore each of these files and see if one might be appropriate for the device user or get some ideas for creating your own.

Explore the page and button organization by choosing the buttons. Buttons with arrows in the corners will move to new pages. As you explore the page layouts, consider if one of these might work as a starting point for the intended device user.

WordPower

The WordPower vocabularies are augmentative communication word-based vocabularies created by Nancy Inman. Notice the listing of WordPower vocabulary options on your device, each including a number to indicate the number of cells.

WordPower20 Simply

WordPower20 Simply incorporates carrier phrases with core words for quick and easy language generation. It can be used as a phrase-based system or as a word-based system. For example, you could use the carrier phrases "I want…", "I like…", and "I need…" to generate sentences. Or you could use the individual pronouns "I", "it", and "you", or sentences starters such as "can" and "do." When the individual pronouns are selected, a page of frequently used verbs and helping verbs also becomes available. You can quickly finish a sentence using a phrase such as "to eat…", "to play…", "to watch…", etc., or you can select "to" and have a more expanded set of verbs available.

WordPower24

WordPower24 uses high-frequency core words to facilitate quick and easy sentence generation. It also includes nouns and adjectives that are organized in logical categories. All grammatical word classes have been included. As a sentence is being built, you often find that the next word you want to say can be spoken with one or two button presses. "Grammar" keys are used to provide morphological endings to verbs, nouns, and adjectives. A spelling/word prediction page is used to spell

words that are not included as separate buttons on the pages. Being a word-based vocabulary, this page set can be used by a wide age group. Nouns, adjectives, and verbs can be added and customized to meet the particular needs of the individual.

WordPower24 with Phrases

WordPower24 with Phrases is designed for individuals who are unable to use a word-based vocabulary design, but are able to generate novel thoughts using carrier phrases and semantic categories.

WordPower30

WordPower30 is very similar to the 24-location, but in the extra column on the left, you now have a clear display, delete word, period, and plural. This configuration can be set up for scanning or to be used with a keyguard.

WordPower42

WordPower42 is a word-based vocabulary that allows for easy and intuitive communication. WordPower42 is a generative language system that will be familiar to those using WordPower on other systems, and it is easy to learn for new users.

WordPower42 Basic

WordPower42 Basic is a simplified version of WordPower42. This word-based system remains rich in core vocabulary, and it may be appropriate for beginning users or those who need a more basic vocabulary design. It is designed to make communication fast and easy.

WordPower48

WordPower48 is very similar to the 42-location, but in the extra column on the left, you now have a clear display, delete word, period, and plural. This configuration can be set up for scanning or to be used with a keyguard.

WordPower60

WordPower60 consists of a large number of high-frequency words available on the main page, resulting in fast communication with reduced keystrokes. Word completion and logical next words are used,

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and the "grammar" function provides morphological endings to verbs, nouns, and adjectives. Spelling with word prediction along with the category-based pages contained in all other versions of the vocabulary are also available. This vocabulary is configured to work with a keyguard.

WordPower80

WordPower80 is for someone who has good vision, motor skills, and literacy skills. WordPower80 vocabulary pages consist of core vocabulary, spelling, and word prediction.

WordPower108

WordPower108 is the newest WordPower vocabulary option. It consists of a large number of high-frequency words on the main page, resulting in fast communication and quick access to core words. Word completion and logical next words are used, and the "grammar" function provides morphological endings to verbs, nouns, and adjectives.

MultiChat 15

MultiChat 15 features a 15-button layout and is available in three versions: one for school-aged individuals with emerging language skills, one for adolescents, and one for adults. There are multiple forms of communication available in this program: sentences, phrases, individual words, recordings for story-telling, and visual scenes. Also included are interactive play and reading pages, social pages and a News-2-You starter page for the weekly newspaper's vocabulary. There are symbols on every button with the exception of several core words.

VocabPC

VocabPC was designed by Gail Van Tatenhove, PA, MS, CCC-SLP, for adults and adolescents with developmental disabilities. Vocabulary in VocabPC is arranged as carrier phrases, interactive sentences, activity vocabulary, and naming words. VocabPC uses a 12-location page layout. A Tour Guide for VocabPC is included on the Chat Editor CD. This tour guide describes the users the author was working with and provides rationales and teaching support for VocabPC.

myQuickChat

myQuickChat is an introductory communication system geared toward child and adult AAC users with complex communication needs. myQuickChat is available for both children and adults in 4, 8, and 12 locations, each with an identical 16-location Support Master Home Page. myQuickChat was created to offer a high frequency, phrase-based communication system in an easy to use yet very engaging format. The progressive system offers a variety of topics for everyday needs and conversation and provides AAC users immediate and more successful communication exchanges within a variety of settings.

myCore

myCore is a combination of core and phrase-based vocabulary geared toward individuals who have literacy skills.

Spelling

Spelling is a keyboard page set with four word prediction buttons and a few pre-stored phrases.

4-Basic

4-Basic offers just that, a basic vocabulary option with 4 buttons per page.

Essence

Essence is specifically designed for adults with acquired speech disorders. The home page of Essence contains a spelling keyboard in addition to quick links to pages of commonly used phrases for communication with those you regularly interact with in your family and community. Other pages contain commonly used vocabulary that may be needed for a visit to the doctor, using public transportation, going out to eat, etc. Each page is completely customizable to meet the specific vocabulary needs of each individual.

Chat Editor

Chat Editor is a supplemental program that runs on a Windows desktop or laptop computer. It allows you to customize vocabulary files. Although customizing is also possible on the device itself, the Editor allows the family and/or professionals to customize the vocabulary when the device is not present.

Note: Having the custom vocabulary on a computer is recommended as a backup to the device.

Installing Chat Editor

Important! With software release 2.0, we replaced NOVA chat Editor with Chat Editor. If you have used NOVA chat Editor in the past, it will no longer work with 2.0 files or newer.

This process installs Chat Editor on your computer and creates desktop shortcuts to the "Chat Editor" application and the "Chat Editor Import" folder.

1. Insert the Chat Editor CD in your computer's disc drive.
2. You should see a Chat Editor Installer screen (this may take a few moments). If you do not see the Installer screen, navigate to your CD through Windows Explorer and choose **setup.exe**.
3. The CD Installer screen provides a choice of three applications to load.
4. Choose **Install/Update Chat Editor**.
5. If you want the device to be able to use synthetic speech and you have a compatible sound card (you probably do), choose **Microsoft Voices for SAPI 5.1**.

   Note: Microsoft Voices provides a voice for Chat Editor to use. If you already have a desktop application on your computer from a ChatPC, you will not need to install Microsoft Voices again.

6. To be able to transfer files to the device, choose **Install Device Driver**.
7. Choose **Install**.
8. Follow the on-screen instructions.
9. When the installation process is complete, remove the CD from the drive. The CD is not needed to run the Editor.

Configuring Chat Editor

The first time you open Chat Editor after installing it, you will be prompted to set up a configuration.

1. Select **NOVA chat** from the Choose Product window and click **OK**.
2. Select your language from the Choose Language window and click **OK**.
3. Select one or more symbol sets from the Choose Symbol Sets window. **Important!** This symbol set must match what is on the device you are supporting.
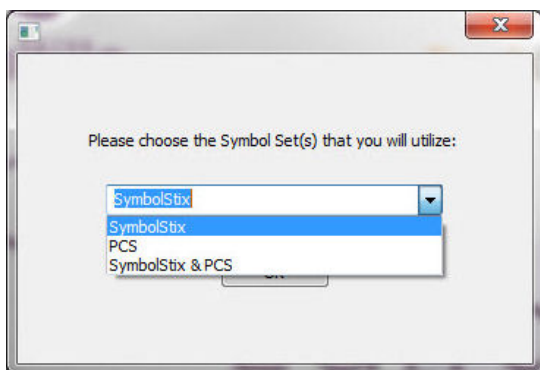
4. Click **OK**.
5. Type a descriptive name for the configuration in the Enter Name window and click **OK**.
6. Chat Editor will open.
   Note: You may need to set up multiple configurations if you support more than one client. For example: Tommy with only SymbolStix images and Sarah with both SymbolStix and PCS symbols.

Enabling Speech in Chat Editor

Note: When you install Chat Editor on a computer that had Chat Editor installed previously, speech will be enabled.

When you install Chat Editor on a computer that did not have Chat Editor installed previously, the following message will be displayed:

Speech is currently disabled.
Please connect a Nova Chat device to this computer to enable speech.

Choose **OK** to close the message.

To enable speech in Chat Editor, simply connect a USB cable between your computer and your device. Test the Editor to verify that speech is now working and then disconnect the cable. Speech will now be enabled whenever you use the Editor; you will not need to re-connect the cable.

Opening Chat Editor

To open the Editor for normal use after you have set up a configuration, choose the Chat Editor shortcut from your computer's desktop. The Editor will open on your computer.

Using Vocabulary Files with Chat Editor

The Chat Editor Library contains the same vocabulary files as the device. See "Available Vocabulary Files".

You can explore any of these files by highlighting one and opening it. Explore the page and button organization by choosing the buttons. Buttons with arrows in the corners will move to new pages. As you explore the page layouts, consider if one of these might work as a starting point for the intended device user.

You cannot modify the "Original" vocabulary files. If one of the files would be appropriate for the device user, make a copy of it and customize the copy. See "Creating a Customized Vocabulary File".

The device user's vocabulary file can be created using Chat Editor and then exported to the device for use.

To explore files using Chat Editor, choose **Library**. My Resources stores all custom files. All default Saltillo-supplied files are stored in the folder specifying the symbol set and language used.

Device and Editor Differences

Note: Chat Editor is not intended to function as a speech generating device. It is a support tool for modifying the client's vocabulary so that the client can continue using the device while modifications are being made.

Dialog boxes will appear slightly different and a couple of the options are modified for the computer. The Editor displays menus at the top of the screen, and NOVA chat displays them on the bottom.

When you are editing on the device, pressing and holding on the screen opens context menus. In Chat Editor, right-clicking on the vocabulary window will open context menus for editing.

Orientation

You can use the NOVA chat device in portrait or landscape orientation. To set Chat Editor's screen orientation to match the device, choose **Settings > View**.

Using Chat Editor to Create Instructional Materials

Capture sequences of buttons from screens in Chat Editor to paste into instructional materials you create such as Word documents, PowerPoint presentations, flash cards, etc.

1. In Chat Editor, choose **Capture** in the top section of the Editor window. The Button Capture window will open.
2. With **Capture Selections** selected, start selecting the buttons you want to appear in your document. Each button you select will be captured in the Button Capture window.

3. When you finish capturing a sequence of buttons, choose **Copy to Clipboard**. The sequence will be cleared from the Button Capture window.
4. In your document, insert the cursor and select **Paste**. The sequence will be pasted into the document.
5. Capture the next sequence.
6. When you finish capturing sequences, select **Exit** to close the Button Capture window.

Notes on Capturing Button Sequences

If you need to try several sequences to find the one you want, turn off Capture Selections. Once you decide what you want to capture, turn Capture Selections back on.

If you make a mistake, select **Clear** and start capturing the sequence again. Keep in mind that Clear removes **all** captured content from the Button Capture window.

Turning Edit Mode On

To edit a vocabulary file or any resource linked to it (pages, buttons, etc.), you must activate Edit Mode. You can edit a vocabulary file on the device or by using Chat Editor.

Device: Choose **Menu** 🔲 or 🗂 > **Edit Mode**. All the buttons are outlined, and the words "Edit Mode", followed by the current vocabulary and page names, appear in red across the bottom row of keys.

Editor: Choose **Edit Mode** from the menu bar. All the buttons are outlined and "Edit Mode" is selected.
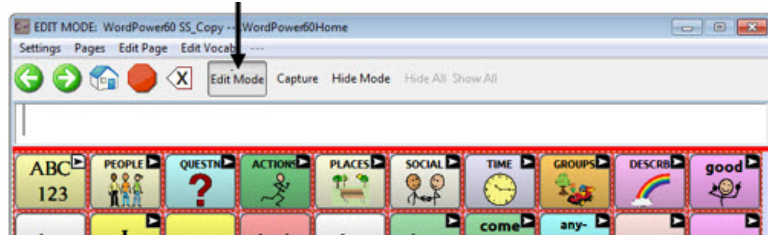
Important! **Before you start editing a vocabulary file:**

Copying a file from one platform to another will overwrite the existing file. To avoid overwriting others' changes, coordinate with anyone else who may edit vocabulary files to make sure that you are working with the current copy.

Always copy the file with changes to the other platform. This will ensure that both the device and the Editor are current.

Creating a Customized Vocabulary File

The Saltillo-provided (original) vocabulary files cannot be modified. This maintains the original, default vocabularies in case they may be needed at a later time.

To create your own customized vocabulary file:

1. Determine which original vocabulary file will work as a starting point.
2. Make a copy of the original file.
3. Customize the copy as needed.

Creating a Copy using the Device in Edit Mode

1. Open the vocabulary file.
2. Choose **Menu** ▤ or ▭ **> Edit Mode**.
3. Choose **Yes**.
4. Type a name for the file.
5. Choose **Save**.

Creating a Copy from the Device Library

1. Choose **Menu** ▤ or ▭ **> Library**.
2. Choose the file to copy.
3. Choose **Duplicate**.
4. Type a name for the file.
5. Choose **Save**.

Creating a Copy using Chat Editor

1. Choose **Library**.
2. Choose the file to duplicate.
3. Choose **Duplicate**.
4. Type a name for the file.
5. Choose **Save**.

Modifying Button Text

You can modify the label or message text for any button. Or you can remove the text and fill the button with an image.

Displaying the Button Text to Edit

Choose **Menu** 🔲 or 🔲 > **Edit Mode**. Then press and hold on the button. (Right-click if you are using the Editor.) A menu will open. Choose **Edit Button** to display the Button Properties.
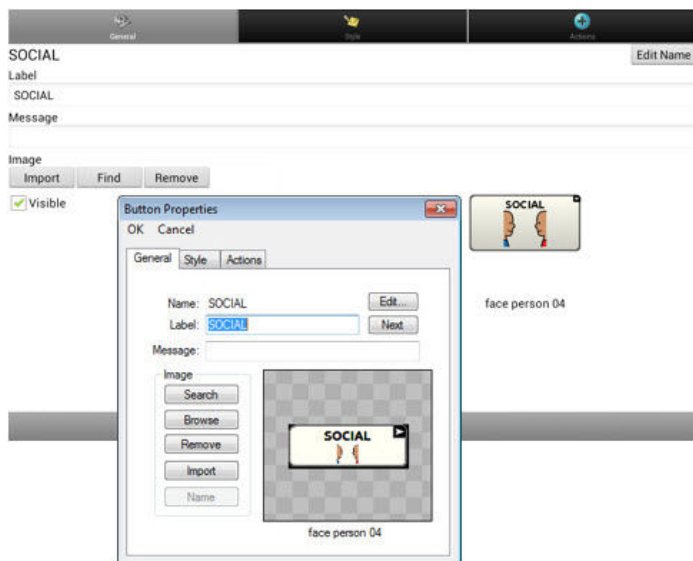
Editing the Button Text

In Chat Editor, click in the Label or Message box and enter your new text. In the application, do the following:

Tap in the Label or Message box to display the keyboard.
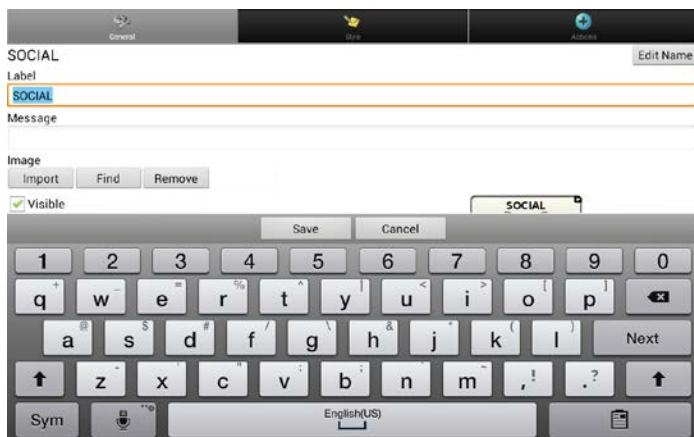
Enter your new text. If you tap in the Label box, choose **Next** to move to the Message box. Choose **Done** and then choose **Save** to apply your changes to the button.

Using Images with No Text

Don't enter a label in the Label box. If you decide not to use labels, we suggest expanding the image to fill the entire button area. To do this:

Choose **Menu** or > **Settings** > **Style** > **Fill**.

For information on adding images to buttons, see "Adding or Modifying a Button Image".

Adding or Modifying a Button Image

Choose **Menu** ▤ or ▭ > **Edit Mode**. Then press and hold on the button. (Right-click if you are using the Editor.) A menu will open. Choose **Edit Button** to display the Button Properties.
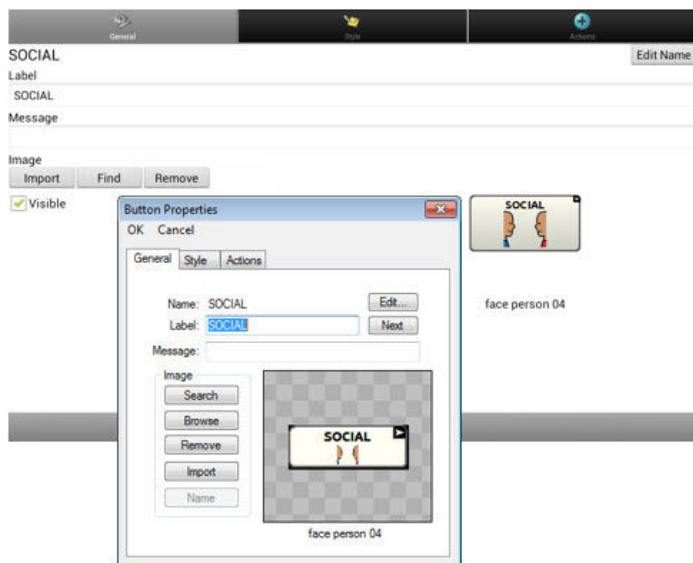
Choose the image you want to use. To locate the image, you can choose Find, Browse, Search, or Import.

Finding an Image from the Device Library

From the Button Properties, choose **Find** or **Browse** to open a list of categories.
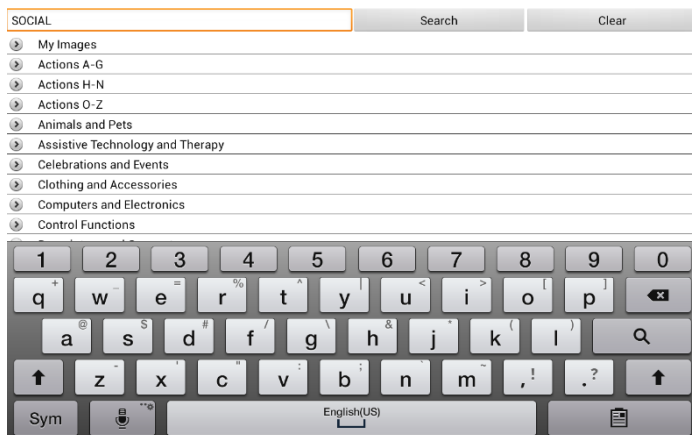
Choose a category to open a list of images. Then choose the image you want. The image will be displayed in the Button Properties. Choose **Save**.

Searching for an Image in the Device Library

From the Button Properties in the Editor, choose **Search** to search for images with the label name.
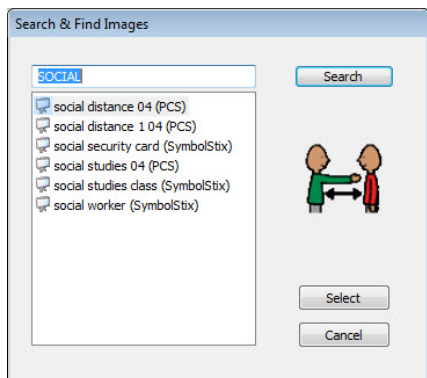
Choose the image you want. The image will be displayed in the Button Properties. Choose **Save**.

Note: If you don't find the appropriate image, enter a new item in the text box, choose **Search**, and choose a different image.

Using Your Own Image

If you find that the image you need is not available from the device library, you can use your own digital, scanned, downloaded, or homemade image and import that image directly into the button.

Note: If you are using the Editor, the image must be on the same computer. If you are importing directly from the device, the image must already be stored on the device.

To import an image:
1. From the Button Properties, choose **Import**.
2. Select the image you want.

   If you are using the device, choose **Photos** and choose the appropriate image. If you are using the Editor, locate and select the image and then choose **Open**.

3. Once you have selected the image, choose **Save**. The image will appear on the button.

Transferring Images

When you want to copy images from your computer to your device or from your device to your computer:

1. Attach the device to your computer using the USB cable provided.
2. Give the device a moment to connect to the computer. The device screen will display "Transfer Mode", and the computer will display a window with several options.
3. Click **Open device to view files**. The computer will view the device as an external drive.
4. Copy the appropriate images from the computer to your device's **Pictures** folder or from the device to the appropriate folder on the computer.
5. Unplug the USB cable.

Hiding Buttons

It may be useful to hide some of the buttons when initially presenting a vocabulary to the device user.

Presenting all buttons at once may be overwhelming. Hiding some of the buttons will allow the device user to more easily focus on specific vocabulary being presented.

Hiding a button does not delete the associated information. The information can be viewed again when appropriate.

You can hide a single button or multiple buttons.

Hiding a Button

To hide a single button on your device:

1. Choose **Menu** ▤ or ⬓ > **Edit Mode.**
2. Press and hold the button to hide.
3. Choose **Edit Button** to display the Button Properties.
4. Uncheck the **Visible** box.

   Note: Unchecking the Visible box makes a button invisible in standard mode and automatically disables the button action.

5. Choose **Save**.

To hide a single button using the Editor, right-click, choose the **Style tab**, and uncheck the **Visible** box.
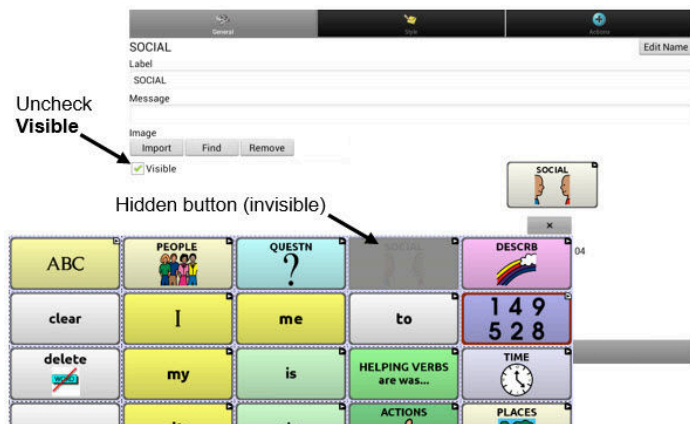
Hiding or Showing Multiple Buttons

Choose **Menu** or > **Edit Mode** > **Hide Mode**.

You now have three options:

- Choose buttons one by one to hide or show.

- Choose **Hide All** to hide all buttons on the current page.

- Choose **Show All** to show all buttons that had previously been hidden on the current page.

To exit Hide Mode, choose **Menu** or > **Hide Mode**.

Saving Hidden Button Settings

If you hide buttons to work on a particular curriculum and would like to save those settings for your next session, choose **Menu** or **>
Settings > Input >** and check **Show Hidden Buttons**.

The device or Editor will remember all of the currently hidden buttons.

To start where you left off during your last session, choose **Menu** or **> Settings > Input >** and uncheck **Show Hidden Buttons**.

Hiding and Showing Button Images

To hide or show all button images, turn button images off or on for the entire vocabulary file.

Choose **Menu** or > **Settings > Style > Show Button Images**.

Modifying Button Styles

You can modify styles and color saturation for individual buttons, all buttons on a page, or all buttons in a vocabulary file.

You can also override button styles set up for pages and vocabulary files for a single button.

Modifying a Button Style

You can only modify a button's style in Edit Mode.

1. Choose **Menu** 🔲 or 🔲 > **Edit Mode.**
2. Press and hold a button. (Right-click if you are using the Editor.) A list of button options appears.
3. Choose **Edit Button** to display the Button Properties.
4. Choose the **Style** tab. The button style properties are displayed.
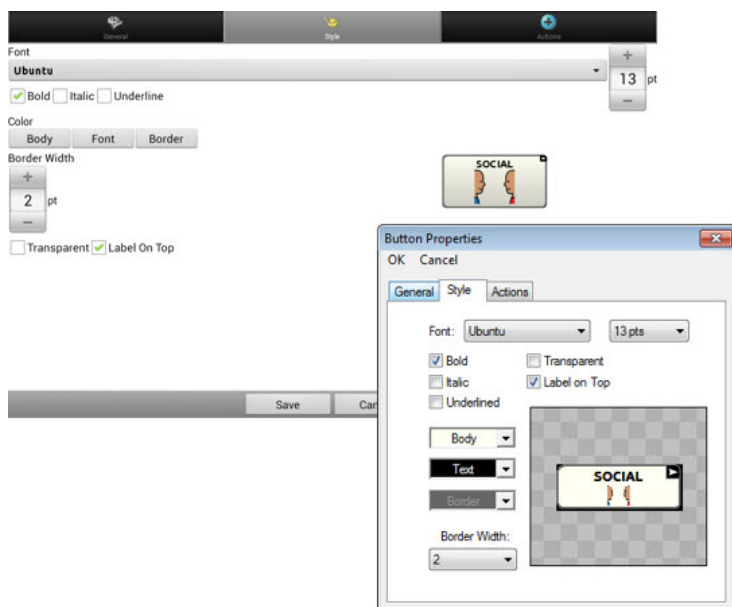
5. Use the pull-down lists to select the font color, body color, border color, font, size, shape, and border width for the button.
6. Check **Label on Top** to define the label position.
7. Check **Bold**, **Italic**, or **Underlined** to modify label text.

8. If you want to create a visual scene in which the location speaks but the button itself does not appear, choose **Transparent**.
9. When you finish making changes, choose **Save**.

Modifying Button Color Saturation

Saturation (gradient fill) adds the appearance of depth to a button. To adjust the color saturation on the device:

Choose **Menu** ▭ or ▱ > **Settings** > **Style** > **Enable**. Then choose **Saturation**.

The current saturation setting is displayed. Lower numbers add more background color to the buttons.

1. To increase saturation, tap **+** (the plus sign).
2. To decrease saturation, tap **–** (the minus sign).
3. Choose **OK**.

To adjust the color saturation in the Editor, choose **Settings** > **Style** > **Button Style**. Under Gradient Fill, verify that Saturation is selected, click the saturation percentage list box arrow to open a list of percentages, and select a higher or lower percentage. Then click **OK**.

Modifying a Page Button Style

The Button Style Override menu offers the ability to modify all buttons on a page.

1. Display the page you want to modify.
2. Choose **Menu** ▭ or ▱ > **Edit Mode**.
3. Press and hold anywhere on the page. (Right-click if you are using the Editor.) A list of button options appears.
4. Choose **Button Style Override**. The Button Properties screen opens to the Button tab.
5. Choose the **Page** tab.
6. Select the style options you want to modify, modify the setting for each selected option, and choose **Save**.

   If you are using the Editor, select an option you want to modify, select the **Edit** button for that option, modify the setting, and select **Done**. Do the same for any other options you want to modify. When you finish making changes, choose **OK**.

Modifying a Vocabulary Button Style

The Button Style Override menu offers the ability to modify all buttons in an entire vocabulary file at one time.

1. Open the vocabulary file you want to modify.
2. Choose **Menu** 🔲 or 🔲 > **Edit Mode**.
3. Press and hold anywhere on the page. (Right-click if you are using the Editor.) A list of button options appears.
4. Choose **Button Style Override**. The Button Properties screen opens to the Button tab.
5. Choose the **Vocabulary** tab.
6. Select the style options you want to modify, modify the setting for each selected option, and choose **Save**.

   If you are using the Editor, select an option you want to modify, select the **Edit** button for that option, modify the setting, and select **Done**. Do the same for any other options you want to modify. When you finish making changes, choose **OK**.

Overriding a Button Style

This option is typically used only when the style for an entire page or entire vocabulary file has been set, but you can make an exception for one particular button.

1. Choose **Menu** 🔲 or 🔲 > **Edit Mode**.
2. Press and hold on the button you want to modify. (Right-click if you are using the Editor.) A list of button options appears.
3. Choose **Button Style Override**. The Button Properties screen opens to the Button tab.
4. Check the style options you want to change.
5. Choose **Save**.

Modifying a Button Arrow Link

Linking buttons display a linking arrow in the upper right corner of the button. The arrow indicates that the button will take you to a different page. You can resize or hide the linking arrow.

To resize a linking arrow:

1. Choose **Menu** 🔳 or 🔲 > **Settings** > **Style**.
2. Under "Modifiers", choose **Size**. The Select a Size menu opens.
3. Choose **Smallest**, **Small**, **Normal**, **Large**, or **Largest**.

If you are using the Editor, select **Settings** > **Style** > **Button Style**. The Button Style menu window opens. Under Button Modifiers, select the size you want and select **OK**.

To hide a linking arrow:

1. Choose **Menu** 🔳 or 🔲 > **Settings** > **Style**.
2. Under "Modifiers", choose **Size**. The Select a Size menu opens.
3. Choose **Hide**.

If you are using the Editor, select **Settings** > **Style** > **Button Style**. The Button Style menu window opens. Under Button Modifiers, select **No Show** and select **OK**.

Adding or Modifying a Button Action

A single button can perform a number of different actions. For example: different speaking options; adding grammatical endings to words; clearing the display; or backspacing.

To add or modify a button's action:

1. Choose **Menu** ▤ or ▱ > **Edit Mode**.
2. Press and hold the button you want to modify. (Right-click if you are using the Editor.) A list of button options opens.
3. Choose **Edit Button**. The Button Properties are displayed.
4. Choose the **Actions** tab.
5. Tap or click the list arrow ▼ to open a list of actions.
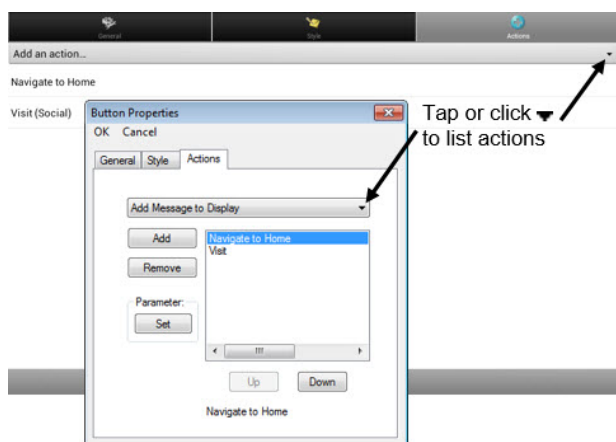
6. Choose the action you want.
7. Remove any existing action that is not appropriate.
8. For some actions, you will be prompted for additional steps. For example, if you choose a linking action such as **Navigate** or **Visit**, you will be asked to choose the page to link the button to.
9. Choose **Save**. (Click **OK** if you are using the Editor.)

Note: To perform no action, remove all actions from the button.

Available Button Actions

Button Name	Description
No Action	Performs no action
Add Message to Display	Inserts text from the button's message box into the display, but the words are not spoken
Add Time/Date to Display	Displays the current date and time in the Speech Display Bar (SDB)
Apply Modifier	A modifier key is a special key on a keyboard that modifies the normal action of another key. (Caps Lock, Ctrl, Functions, Num Lock, Shift)
Backspace key	Deletes the last character in the display
Battery Status	Displays the current battery status in the SDB
Cancel Visit	Clears all remaining visits
Clear All Modifiers	Releases any Shift, Caps, Ctrl or Num Lock modifiers.
Clear Display	Clears the text in the SDB
Clear Last Word	Deletes the last word in the SDB
Data Logging On/Off	Toggles data logging on and off
Find Word	Finds the path to a word you are looking for. When you tap a button and then tap Find Word, the path to the word is displayed in the SDB.
Grammar Action	Changes the existing word to the chosen grammatical form, add –ed, add –en, add –er, add –est, add –ing, Add –s
Help Signal	Triggers a loud attention-getting sound
Jump to Page (see also Using Navigate, Visit, and Jump to Page)	Takes you to a new page and takes you to the home page after a single hit
Load Display	Recalls text that had been saved and adds it to the display
Navigate (see also Using Navigate, Visit, and Jump to Page)	Takes you to a new page until you choose another button to move away from that page
Navigate back	Returns to the previously accessed page
Navigate to home	Takes you to the home page

Button Name	Description
Open Android Application	Opens a specific Android™ application. (not functional with a closed/dedicated system)
Play audio	Plays audio files. These are recordings of someone speaking or sounds.
Record Audio	Records audio files. These are recordings of someone speaking or sounds.
Repeat Last Spoken	Repeats the last spoken message
Save Display	Saves the text currently showing on the display for later use.
SDB - Copy Text	Copies all text in the SDB and places a copy in the Clipboard
SDB - Paste Text	Adds text from the Clipboard to the SDB
SDB - Share Text	Copies all text from the SDB to the chosen social network
Select Profile	Changes Settings to match the saved set of settings that was saved as a profile
Speak	Pronounces the SDB content
Speak Label Only	Speaks the label
Speak Last	Repeats the last spoken text
Speak Message Only	Speaks the message, but doesn't display the text
Speech Message	Types the button message in the SDB and pronounces it
Static Character Prediction	Displays the most probable character in compliance with the current character displayed in the SDB, the assigned prediction order, and the static character list used by the dictionary compiler. You can adjust the prediction order.
Static Word Prediction	Displays the most probable word in compliance with the current characters displayed in the SDB, the assigned selected prediction order, and the static word list used by the dictionary compiler (up to 60,000 words). The prediction order can be adjusted.
Stop	Stops the speech or audio file currently playing
Store Text to Button	Stores text currently in the SDB to the next chosen button

Button Name	Description
Toggle Mute / Unmute	If the device is currently speaking a long message, selecting this button will not stop the speech but will stop the speech from being spoken aloud. Selecting the button again lets the text be heard.
Visit (see also Using Navigate, Visit, and Jump to Page)	Takes you to a new page and takes you back to the previous page after a single hit
Visit Exception	If you have one button on a Visit page that you don't want to return to the previous page, use a Visit Exception action to leave it on the page for one additional hit.
Volume Down	Turns down the volume.
Volume Up	Turns up the volume.

Using Navigate, Visit, and Jump to Page

Navigate takes you to a new page until you choose another button to move away from that page.

Visit takes you to a new page and takes you back to the previous page after a single hit.

Jump to Page takes you to a new page and takes you to the home page after a single hit.

Copying Buttons

NOVA chat allows you to copy a button, copy and reuse the same button, copy a button style, and use a button in multiple places.

Copying and Pasting a Button

Buttons can be copied and pasted to new locations. If you modify a copy of a button, you will edit only the copy.

1. Press and hold on the button you want to copy.
2. Choose **Copy**.
3. Press and hold on the location for the new button.
4. Choose **Paste**.

Copying and Reusing the Same Button

If you modify a button that is used in multiple locations, the button will also be modified automatically everywhere else it appears. You may want to use this technique on buttons that contain tools used on each page.

1. Press and hold on the button you want to copy.
2. Choose **Copy**.
3. Press and hold on the new location.
4. Choose **Use Same Button**.

Copying and Pasting a Button Style

To copy only the appearance (color, font, etc.) of a button:

1. Press and hold the source button and choose **Copy Button Style**.
2. Press and hold the target button and choose **Paste Button Style**.

Using a Button in Multiple Places

A button can be used in multiple pages.

1. Choose **Menu** ▤ or ▱ > **Edit Mode**.
2. Press and hold on an empty location.
3. Choose **Add Button from Library**.
4. Choose the page on which the button resides.
5. Choose the button to use.

Prioritizing Buttons

Buttons can be prioritized by their position on the page or by their size. These procedures are performed with Edit Mode on.

Rearranging Buttons

You can quickly rearrange the layout of buttons on a page using "drag-and-drop swapping". This procedure allows you to swap the contents of two buttons. Drag the first button over the top of the second button, then lift from the screen. The contents of the two buttons will be immediately swapped.

Resizing a Button

A button can be emphasized by making it larger than the others on a page.

If you are increasing the size of the button, the button will expand to the right or down. The button will draw over the buttons to the right or below it, rearranging buttons as needed. If the button is already in the far left or right column or the bottom row, move the button to the left or up to provide for additional space.

1. Choose **Menu** ▤ or ▭ > **Edit Mode**.
2. Press and hold the button that you want to resize.
3. Choose **Change Button Size**.
4. Set the number of cells you want the button to fill both vertically and horizontally.
5. Choose **Save**.

Creating a Page

Pages are levels of specific vocabulary linked together to create a vocabulary file specific to the device user. You can create a page by using any of these methods: Create a new page; create a copy of a page; create a page from a template; copy a page from a different vocabulary file.

Creating a New Page

1. Choose **Menu** ▤ or ▭ > **Edit Mode** > **Pages**.
2. Choose **Menu** ▤ or ▭ > **New Page**.
3. Give the page a descriptive name.
4. Select the number of rows and columns you need.
5. To change the background color of the page, choose **Set** and choose a color from the palette.
6. To add a background image to your page, choose **Import** to use an image stored on the device or choose **Find** to search for an image stored in the NOVA chat library.
7. Center the image or stretch it to fill the page. (If you stretch the image, the aspect ratio will not change, so it might not totally fill the page.)
8. Choose **Save**. A blank page will be created in your vocabulary file, ready for you to place buttons.

Creating a Copy of a Page

1. Choose **Menu** ▤ or ▭ > **Edit Mode** > **Pages**.
2. Choose the page to duplicate. (Right-click on the page if you are using the Editor.)
3. Choose **Duplicate**.
4. Give the page a new name and choose **Save**.

Creating a Page from a Template

1. Choose **Menu** ▤ or ▭ > **Pages** > **Menu** ▤ or ▭ > **New from template**.
2. Choose the appropriate template and choose **OK**.
3. Give the page an appropriate name and choose **Save**.

Copying a Page from a Different Vocabulary File

You can copy one or more pages from a different vocabulary file to use in the current vocabulary file.

1. Choose **Menu** ▤ or ▱ > **Pages** > **Menu** ▤ or ▱ > **Import**.
2. Choose the vocabulary file that includes the page you want.
3. Check the appropriate page. To import multiple pages, check all the pages you want.
4. Choose **Import**.
5. Create a button to link to the new page or pages.

Animating Page Transitions

To add animation when you move from one page to another, choose **Menu** ▤ or ▱ > **Settings** > **Style** > **Animate All** to insert a checkmark. To remove the animation, choose **Animate All** to remove the checkmark.

Adding a Grid to Pages

To add a wire-frame grid to pages, choose **Menu** ▤ or ▱ > **Settings** > **Style** > **Show Grid** to insert a checkmark. To remove the grid, choose **Show Grid** to remove the checkmark.

Using Keyboards

A number of keyboards are available throughout the system. For example, WordPower files offer ABC and QWERTY options, MultiChat 15 provides a keyboard option for those using a keyguard, and each default file provides variations of keyboards to choose from.

You can select the specific keyboard you need or link a button to a keyboard.

Choosing a Different Keyboard

If the keyboard you want is not in the current vocabulary listing, you can choose a keyboard from the Template options.

If the keyboard you want is not included in your page listing or the template options, see "Copying a Page from a Different Vocabulary File" on page 72.

If you want to set up a key for quick access to a different keyboard, see "Linking a Button to a Keyboard".

Linking a Button to a Keyboard

1. Edit the button to link to the new keyboard.
2. Choose the **Actions** tab.
3. Press and hold (highlight, if you are using the Editor) the existing Navigate action and choose **Set**. Or, if no Navigation action has been chosen, choose **Navigate** from the drop-down menu.
4. Choose the new keyboard from the page listing.
5. Choose **OK**. The button should navigate to the new keyboard.

Working with Gestures

A gesture is a motion that can be made to the screen to trigger a specific action. An example of a gesture might be a "swipe down" on the screen that would clear the text from the Speech Display Bar.

A gesture can apply a particular page (see "Creating a Gesture for a Page"), or it can be applied to all pages in a vocabulary file (see "Creating a Gesture for All Pages").

Important! Once you create a gesture for a page or all pages, the only way to change the page applicability is to delete the gesture and create a new gesture. For example: If you wanted to apply a gesture that works on a specific page to all pages in a vocabulary file, you would need to delete the existing gesture, and then create a new gesture for all pages.

Turning Gestures On or Off

We understand that gestures might not benefit all of our customers, so the Settings menu provides an On/Off option.

Important! Timing is not active when gestures are turned on. If the device user requires a Dwell Time for access, gestures are not recommended.

To turn gestures on or off:
1. Choose **Menu** 🔲 or 🔲 > **Settings** > **Input** > **Gestures**.
2. Either check or uncheck the **Gestures** option.

Creating a Gesture for a Page

To create a gesture for a single page:
1. Open the page on which you want to create the gesture.
2. Choose **Menu** 🔲 or 🔲 **> Edit Mode** > **Edit Page**.
3. Choose the **Gestures** tab at the top of the page.
4. Choose **Menu** 🔲 or 🔲 > **New**.
5. Choose the type of gesture from the list box at the top of the screen. For example: One Finger Swipe Down.
6. Give your gesture a label; for example: "sw clears".
7. Tap **Add an action** and choose an action from the drop-down menu. For example: Clear Display.
8. Choose **Save** twice.
9. Test the gesture by performing it on the page it was set up on.

Creating a Gesture for All Pages

To create a gesture for all pages in a vocabulary file:

1. Open the vocabulary file.
2. Choose **Menu** ▣ or ▱ **> Edit Mode** > **Edit Vocabulary** > **Gestures**.
3. Choose the gesture from the list. For example: "One Finger Swipe Down".
4. Choose **Edit**.
5. Give your gesture a label; for example: "sw clears all".
6. Tap **Add an action** and choose an action from the drop-down menu. For example: Clear Display.
7. Choose **Save** twice.
8. Test the gesture by performing it from any page within the vocabulary file.

Working with Speech

When you select a speech synthesizer, you can select from a variety of voices to speak individual characters, words, phrases, or sentences. You can select exactly what and when you want to speak.

Selecting a Synthesizer and Voice

To access the available voices, choose **Menu** ▭ or ▭ > **Settings** > **Speech Output** > **Voice** > **Synthesizer**. Select a synthesizer from the Synthesizer menu. Then choose **Voice Settings** to select a voice. The Acapela and Ivona synthesizers provide lists of voices from which to choose.

Select a voice and choose the **Test** button to hear a sample of the voice you selected. When you are satisfied with the voice you selected, choose **Save**.

If you are using Chat Editor, you will not have access to the synthesizer voices. "SAPI" voices were provided with the installer CD for your computer. You should be able to select them from the Voice pull-down list.

Note: Chat Editor is not intended to function as a speech generating device. It is a support tool for modifying the client's vocabulary so that the client can continue using the device while modifications are being made.

Adding a Pause between Words

You can force a specified speech delay between individual words.

Choose **Menu** ▭ or ▭ > **Settings** > **Speech Output** > **Voice** > **Pause Between Words**. The current delay time is displayed.

1. To increase the delay, tap **+** (the plus sign) or type a higher number.
2. To decrease the delay, tap **–** (the minus sign) or type a lower number.
3. Choose **Done** and then choose **OK**.

Adding Words to the Pronunciation Dictionary

Each synthesizer speaks words in its own way. You can add pronunciation exceptions to a dictionary for each synthesizer. The voice synthesizer on the Editor is not the same as the one on the device, and the two will not pronounce words in the same way. Pronunciation changes made on the Editor will not impact the device.

To add a word to the pronunciation dictionary:

1. Choose **Menu** ▭ or ▭ > **Settings** > **Speech Output** > **Voice** > **Pronunciations**.
2. Choose **Menu** ▭ or ▭ > **New**.
3. Type the word in the Pronounce box.
4. Tap **Next**.
5. Type the word's phonetic spelling in the Pronounce As box.
6. Test the word by choosing **Pronounce It**.
7. Once the word is pronounced properly, choose **Done**.
8. Choose **Save**.

To edit or delete a word from within the dictionary, press and hold on the entry and choose the appropriate option.

Configuring Speech Modes

You can configure the application to speak after every character, every word, every sentence, or any combination of these settings.

Choose **Menu** ▭ or ▭ > **Settings** > **Speech Output**. Check one or more options.

Setting	Description
Character	The voice speaks after every character
Word	The voice speaks after every word
Sentence	The voice speaks after every sentence
Auto Clear	Clears the Speech Display Bar automatically after a sentence or message has been spoken and the next text is chosen
Speech Off	Toggles all speech off and on

If you prefer to generate messages quietly, uncheck all options and speak by tapping the Speech Display Bar or by choosing a button provided with a Speak action.

Setting Access Options

Some people who use the application may have trouble reliably selecting individual buttons or keys due to tremors or lack of fine motor control. To assist these individuals, we've included several different methods of "filtering" user input to make selections more reliable.

Choose **Menu** 🔳 or 🔲 > **Settings** > **Input** > **Timing**. Three options are available for configuring the touchscreen: Activate on Release, Acceptance Time, and Release Time.

Activating Buttons on Touch or Release

When you set **Activate on Release**, you can touch anywhere on the screen and drag your finger (or stylus) around until you are on the button you want. Releasing the button will select it.

Activate on Release toggles between activating the screen immediately upon touch or upon release.

To set buttons to activate on release:

Choose **Menu** 🔳 or 🔲 > **Settings** > **Input** > **Timing** > **Activate on Release**. A green checkmark shows that the option is selected.

To set buttons to activate when you first touch the screen, tap **Activate on Release**. The green checkmark disappears, indicating that the option is not selected.

Setting a Time for Button Activation

When you set **Acceptance Time**, a button is not selected until you hold your finger on it for a certain period of time. You can set the **Acceptance Time** using the numeric control in the dialog.

1. Choose **Menu** 🔳 or 🔲 > **Settings** > **Input** > **Timing**.
2. Choose **Acceptance Time**.
3. Choose **Enable**.
4. Choose **Time** and set the time value.

Setting a Time to Prevent Selection of a Button Twice

Setting a **Release Time** helps prevent accidental selection of the same button twice. After a button selection, another button cannot be selected until the release time expires.

1. Choose **Menu** 🔲 or 🔲 > **Settings** > **Input** > **Timing**.
2. Choose **Release Time**.
3. Choose **Enable**.
4. Choose **Time** and set the time value.

Setting up a Beep when a Button is Pressed

Some people may benefit from an auditory cue when a button is selected. The Input menu provides an option to toggle beeps on or off when a button is selected.

1. Choose **Menu** 🔲 or 🔲 > **Settings** > **Input**.
2. Turn **Beep on Button Press** on or off.

Note: For additional options, see "Adjusting Audible and Haptic Feedback" on page 99.

Setting up a Visual Indication when a Button is Selected

Some people may benefit from a visual indication when a button is selected. The Input menu provides an option to toggle the visual indication on or off.

1. Choose **Menu** 🔲 or 🔲 > **Settings** > **Input**.
2. Turn **Draw Button Press** on or off.

Note: For additional options, see "Adjusting Audible and Haptic Feedback" on page 99.

Using the Speech Display Bar

The Speech Display Bar (SDB) displays text that you enter or generate in the application. You can change the size of the text and the number of lines of text that appear in the window.

Tapping on the SDB can speak all text generated.

Tapping the **X** will delete the last word. Pressing and holding the **X** will clear the entire display.

Holding the SDB generates a menu of additional options.

The Speech Display Bar displays text from button presses.

To delete the last word on the Speech Display Bar, tap **X** once. To clear all words, press and hold **X**.
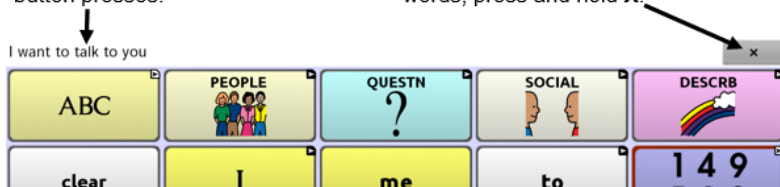
Changing Functional SDB Settings

To access the options for changing Speech Display bar settings, choose **Menu** ▤ or ▱ > **Settings** > **Input**.

Option	Description
Tap to Speak	This option toggles the option for the SDB to speak when chosen or not
Tap to Expand	This option toggles the option for the SDB to expand when chosen or not
Enable Menu	This option toggles the SDB context menu on or off.
Enable Clear SDB (X)	This option either hides or displays the X on the far right of the SDB. The X deletes a word when tapped or clears the entire SDB when held.

Changing SDB Style Settings

To change SDB style settings, choose **Menu** ▤ or ▱ > **Settings** > **Style**. The Style options allow you to configure the following for the SDB:

- font type, size, and style (**Bold** or *Italic*)
- height (number of rows)
- background color
- text color

You can also configure the SDB to display icons in addition to text or to appear at the bottom instead of the top of the screen.

To configure the SDB to display icons in addition to text:

1. Choose **Menu** ▤ or ▱ > **Settings** > **Style**.
2. Tap **SDB Icons** to insert a checkmark.

To return the SDB to a text-only display, tap **SDB Icons** to remove the checkmark.

To configure the SDB to appear at the bottom of the screen:

1. Choose **Menu** ▤ or ▱ > **Settings** > **Style**.
2. Tap **On Top** to remove the checkmark.

To return the SDB to the top of the screen, tap **On Top** to insert a checkmark.

Changing Device Orientation Settings

The NOVA chat device allows the screen to rotate automatically when the device is tilted. This can be quite handy or a nuisance for some users. The application allows you to change orientation settings and use orientation tilt with the Speech Display Bar (SDB).

Changing Orientation Settings

Depending on the button layout, one orientation may be more helpful than another. For example, WordPower42 seems to work better in a landscape layout, but WordPower24 works better in a portrait layout.

To Allow Orientation to Change when You Tilt the Device:

Choose **Menu** or > **Settings > Input > Tilt** > **Action**. Then choose **Auto Change Orientation**.

To Lock the Orientation:

The orientation setting can be locked to keep the screen from automatically adjusting when tilted.

Choose **Menu** or > **Settings > Input > Tilt** > **Action** > **No Action** > **Preferred Orientation**. Then select **Portrait** or **Landscape**.

Using Orientation Tilt with the SDB

We know there are times that using the voice output might not be appropriate but communication is still needed. This might be a library or church setting. The tilt option offers an Expand option of the Speech Display Bar to offer the communication partner an expanded version of the text. This might also be of value in an extremely loud environment.

To set the tilt options, choose **Menu** ▤ or ▱ > **Settings** > **Input** > **Tilt** > **Action**.

Option	Description
Expand and Speak	When the device is tilted, the text in the speech display bar will fill the screen and be spoken.
Expand Only	When the device is tilted, the text in the speech display bar will fill the screen and no sound will be made.
Auto Change Orientation	The screen will shift orientation automatically when the device is tilted.
No Action	The screen will be locked in the current orientation.

If you select **Expand and Speak** or **Expand Only**, you can expand the Speech Display Bar for easier viewing by tilting the device.
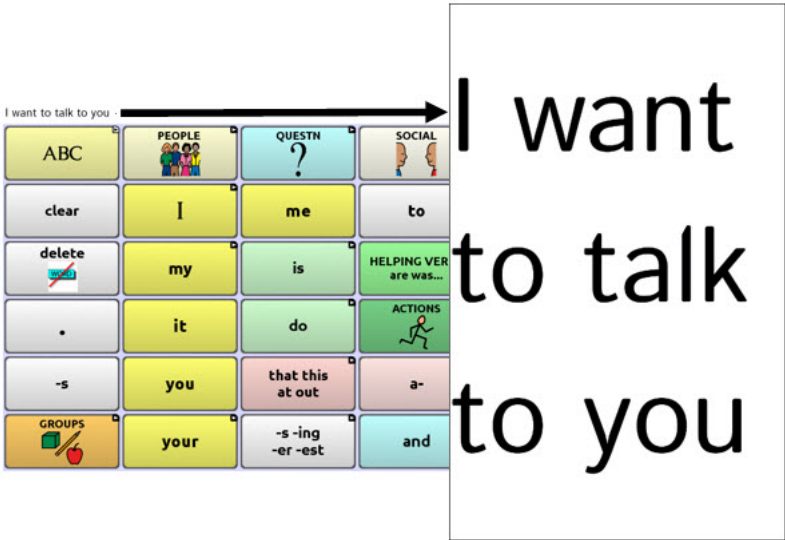
Tilting the device back will redraw the vocabulary page.

For information on using and customizing the Speech Display Bar, see "Using the Speech Display Bar" on page 80.

Switch Scanning

As an alternative to directly selecting each button on the screen, the application offers single switch and two switch scanning. To access the options for customizing a scanning technique, choose **Menu** 🔲 or 🔲 **> Settings** > **Input** > **Scanning**.

Setting	Description
Enable Scanning	Turns scanning on or off. You must turn scanning on to access the other settings.
Switch Access	Defines the selection method (Touchscreen Only, One Switch, One Switch + Touchscreen, or Two Switch), and allows you to turn auto scanning on or off.
Auditory Prompts	Defines audio feedback during scanning. You can set the speaker or an earphone as the audio output device, adjust earphone volume, turn a scanning beep on or off, set a button prompt, and set the voice pitch and rate.
Patterns	Sets the scanning pattern to linear or row/column and turns scanning of the Speech Display Bar, the Speech Display Bar's Clear button (**X**), and empty button areas on or off.
Scan Timing	Defines the scanning speed and the number of rescans, and turns activation delay and auto restart on or off.
Other	Defines the color of the scanning cursor.

Configuring Switches

If external switches are required for a selection site, plug the switch in either the switch A or switch B connector on the side panel of the amplifier. Another option would be to use the screen of the device as a switch.

You can choose to have scanning activate automatically, or you can choose to either hold the switch or step to each location. With Auto Scan off, a switch activation is required to move the scan through each button, one at a time.

1. To enable scanning, choose **Menu** 🔲 or 🔲 > **Settings** > **Input** > **Scanning** > **Enable Scanning**.
2. Choose **Switch Access** > **Switch Configuration**.

3. Choose the selection method: Touchscreen Only, One Switch, One Switch + Touchscreen, or Two Switch.
4. To set scanning to activate without holding a switch, choose **Switch Access** > **Auto Scan**.
5. To find other switch scanning options, choose **Back** ⤺.

Selecting Scan Mode

Select the scanning mode by choosing **Menu** ▤ or ▱ > **Settings > Input > Scanning > Patterns > Mode**. Then choose one of the following options:

Linear

The scan steps through the keys from left to right across the rows.

Row/Column

The scan highlights each row of buttons beginning with the top row and moving down the screen. When the row that contains the button you want is highlighted, activate your switch. The scan will highlight the separate columns in the row you selected, moving from left to right across the screen. When the button you want is highlighted, activate your switch.

Configuring SDB and Empty Area Scans

To include the SDB in scans:

Turn scanning of the Speech Display Bar on or off by choosing **Menu** ▤ or ▱ > **Settings > Input > Scanning > Patterns > Scan SDB**.

To include the SDB Clear button (X) in scans:

Turn scanning of the Speech Display Bar's Clear button (**X**) on or off by choosing **Menu** ▤ or ▱ > **Settings > Input > Scanning > Patterns > Scan Clear Button**.

To skip empty areas during scans:

Turn scanning of empty button areas on or off by choosing **Menu** ▤ or ▱ > **Settings > Input > Scanning > Patterns > Skip Empty Areas**. When selected, scanning will skip over an area without a button or a button that only has a speech message action but no text.

Setting Scan Speed

Scan speed is the amount of time it takes for your device to move from one button, row, or column to the next in a scan. The default scan speed is one second. This means it takes one second from the time one key is highlighted until the next key is highlighted.

To set scan speed, choose **Menu** ▤ or ▭ **> Settings > Input > Scanning > Scan Timing** > **Scan Speed**.

To increase the time, tap **+** (the plus sign). To decrease the time, tap **−** (the minus sign). Then choose **OK**.

Configuring Re-scans

Select the number of times you want your device to automatically scan the page. Once you reach the set number of re-scans, the scan will stop until a switch is activated again.

To set the number of re-scans, choose **Menu** ▤ or ▭ **> Settings > Input > Scanning > Scan Timing** > **Number of Re-scans**.

To increase the number of re-scans, tap **+** (the plus sign). To decrease the number of re-scans, tap **−** (the minus sign). Then choose **OK**.

Setting Activation Delay

This option gives you a chance to change your mind when you have selected a button. The option is automatically set to your scanning speed.

For example, let's say your scanning speed is set to one second (1.0). You scan to and select a button, then realize it's not the button you want. You have one second to activate your switch again to "de-select" the button and then scan to a new button.

To set the activation delay, choose **Menu** ▤ or ▭ **> Settings > Input > Scanning > Scan Timing** > **Activation Delay**.

To increase the delay, tap **+** (the plus sign). To decrease the delay, tap **−** (the minus sign). Then choose **OK**.

Setting Cursor Color

To change the cursor color, choose **Menu** ▤ or ▭ **> Settings > Input > Scanning > Other** > **Cursor Color**.

The scanning cursor highlights the scan position. The color of the button outline defaults to red, but can be changed by choosing the color you want from the color palette.

Setting Auditory Prompts

To set auditory prompts, choose **Menu** ▤ or ◰ **> Settings > Input > Scanning > Auditory Prompts**.

Enable Auditory Prompts

Scanning with auditory prompting turned on provides not only a visual cue, but also an auditory cue to indicate where the scan is currently. If you are scanning, simply activate your switch. To retrieve a message, activate the switch again after you have heard the prompt.

Audio Output Device

Choose either **Speaker** or **Earphone**. You can hear prompts through the device's speaker. You can also plug stereo headphones into the headphone jack on the side of the amplifier case. This allows you, but not others, to hear the prompts. If you are using headphones, choose the **Earphone** option.

Earphone Volume

If you select **Earphone** as the audio output device, use this option to set how loud the prompt is when using an earphone or headset. If you need to change the volume level, slide your finger along the Earphone Volume bar or tap the bar at a specific point. Then choose **OK**.

⚠ **To prevent possible hearing damage, do not listen to earphones at high volume levels for long periods.**

Scanning Beep

If you prefer to hear a beep instead of an auditory prompt when you scan a key, select the **Scanning Beep** option.

Button Prompt

This option determines whether the label or message is spoken as the button prompt. To change the setting, choose **Button Prompt** and select either **Speak Label** or **Speak Message**.

Choosing a Voice

Choose a voice to use for the auditory prompts. It can be helpful to choose a different voice for the prompt than the one the system uses for speaking messages.

To change the voice, choose **Voice Settings**, then tap the arrow ▼ to the right of the currently selected voice to open a list of voices. Choose the voice you want. If necessary, adjust the voice's pitch or talking speed:

1. Slide your finger along the Pitch or Rate bar or tap a bar at a specific point.
2. Tap **Test** to make sure that you selected the pitch or rate you want.
3. If not, adjust the setting and tap **Test** again.
4. When the voice is set the way you want, tap **Save**.

Note: If you want to set an auditory prompt for a row, see "Adding Row Prompts".

Adding Row Prompts

Row prompts can benefit device users, especially if they have visual issues. Otherwise, the prompt will be spoken as "Row 1", "Row 2", etc. To give a row a specific prompt:

1. Choose **Menu** ▤ or ▭ > **Edit Mode**.
2. Press and hold on the row to which you want to add a prompt.
3. Choose **Edit Row Prompt** from the menu.
4. Enter the appropriate prompt for that row.
5. Choose **Done**, and then **Save**.

Using Touchscreen Scanning

There are times when a device user isn't capable of activating specific areas on the screen. For example, maybe the user doesn't have the pointing skills to hit one button. Using the touchscreen to scan allows the device user to tap anywhere on the screen to initiate a scan of the buttons. In this scenario the device screen acts as a single switch.

To set up touchscreen scanning:

1. Choose **Menu** ▤ or ▭ > **Settings** > **Input** > **Scanning** > **Enable Scanning**.
2. Choose **Switch Access** > **Switch Configuration**.
3. Choose **Touchscreen Only**.
4. Configure other settings as appropriate.

Note: The keyboard can be selected directly whether scanning is turned on or off as long as Touchscreen Only isn't checked in the Switch Configuration menu.

Using Word Finder

Use the Word Finder feature to find the path to specific words. If you need to know if a word is included, use this feature to find where the word is stored.

Setting up Word Finder

There are two ways to use this feature: Set up a button or set up Word Finder as a menu item.

Setting up a Button

You can set up a button to initiate a word search.

1. Choose **Menu** 🔲 or 🔲 > **Edit Mode**.
2. Press and hold on the button you want to modify. (Right-click if you are using the Editor.) A list of button options appears.
3. Choose **Edit Button**. The Button Properties screen appears.
4. Choose the **Actions** tab.
5. Tap or click the list arrow ▼ to open a list of actions.
6. Choose the action **Find Word**.
7. Choose **Save**.

Note: Tap the **Find Word** button again to stop Word Finder.

Setting up Word Finder as a Menu Item

An alternative to using a button is to set up Word Finder as a menu item. In Settings there is an option to turn Word Finder on or off.

Choose **Menu** 🔲 or 🔲 > **Settings** > **Word Finder** > **Show Menu Item**.

If you choose to turn this feature on, a Word Finder menu item will appear at the bottom edge of the screen for quick access.
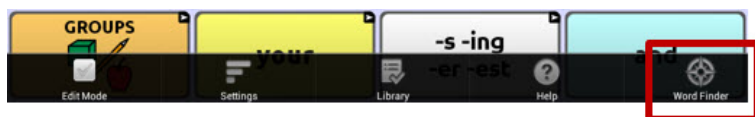
Setting the Display Time for Word Finder Results in the SDB

To set the amount of time each Word Finder result is displayed in the Speech Display Bar, Choose **Menu** or > **Settings** > **Word Finder** > **Flip Interval**. The current interval is displayed.

1. To increase the interval, tap **+** (the plus sign) or type a higher number.
2. To decrease saturation, tap **–** (the minus sign) or type a lower number.
3. Choose **Done** and then choose **OK**.

Finding Specific Words

When you want to find where a word is used, either tap the **Word Finder** button or choose the **Word Finder** menu item. Type the word in the colored box.

Tap **Done**. The paths to the word will be displayed.
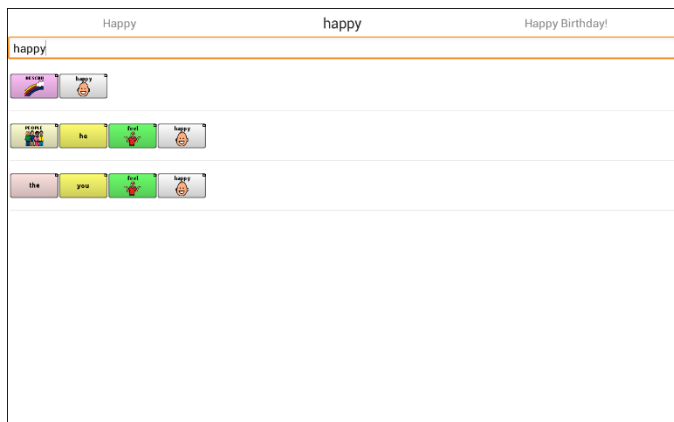
Using Text Options

Abbreviation Expansion, Word Prediction, and Automatic Capitalization provide additional tools for alternate message formulation.

Adding, Modifying, and Deleting Abbreviations

Abbreviations can be used instead of writing the entire word. Some abbreviations have been provided in the application. Those abbreviations cannot be modified or deleted.

To view the existing abbreviation library:

Choose **Menu** ▤ or ▱ > **Settings** > **Abbreviations**.

To add a new abbreviation:

1. Choose **Menu** ▤ or ▱ > **Settings** > **Abbreviations** > **Menu** ▤ or ▱ > **New**.
2. Enter the abbreviation to be used.
3. Tap **Next**.
4. Enter the text to be displayed and spoken.
5. Choose **Save**.

To use the abbreviation, open the keyboard page and type the abbreviation, followed by a period. The abbreviation should expand automatically.

To modify an abbreviation:

1. Press and hold on the entry.
2. Choose **Edit** and make appropriate changes.
3. Choose **Save**.

To delete an abbreviation:

1. Press and hold on the entry.
2. Choose **Delete**.
3. Choose **Yes** to confirm.

Enabling Word Prediction

The application uses a static word prediction dictionary. North American English and British English dictionaries have been provided on the device.

To turn word prediction on or off:

1. Choose **Menu** ▤ or ▱ > **Settings** > **Text** > **Prediction**.
2. Choose **Enable** to insert a checkmark.

To disable word prediction, choose **Enable** to remove the checkmark.

To select the word prediction dictionary:

1. Choose **Menu** ▤ or ▱ > **Settings** > **Text** > **Prediction** > **Dictionary**.
2. Choose **American English** or **British English**.

Enabling Automatic Capitalization

To enable automatic capitalization:

1. Choose **Menu** ▤ or ▱ > **Settings** > **Text**.
2. Choose **Automatic Capitalization** to insert a checkmark.

To disable automatic capitalization, choose **Automatic Capitalization** to remove the checkmark.

Restricting Access

When you want to prevent the user from changing settings, accessing operating system features, or using apps, you can do any of the following: Block access to application settings; block access to the operating system and apps; block access to application settings AND the operating system and apps.

Blocking Access to Application Settings

You can "lock" the application settings to prevent the user from changing them.

To lock application settings:

1. Choose **Menu** ▤ or ▭ > **Settings** > **Menu Lock**.
2. Enable **Menu Lock**.
3. Enter a password and choose **Save**.
4. Choose **Menu** ▤ or ▭ > **Lock**.

To unlock application settings:

Choose **Menu** ▤ or ▭ > **Unlock**. Enter your password and choose **OK**.

Note: If you forget the password, enter **BOSCO** to overwrite the existing password.

Blocking Access to the Operating System and Apps

Not everyone will benefit from having access to the operating system and apps. You can make your device a "closed" system—that is, the end user will only be able to access the application.

To hide access to the operating system and apps:

1. Choose **Menu** ▤ or ▭ > **Settings** > **System**.
2. Enable **Kiosk Mode**.
3. Choose **Back** ⮌ to exit the menu.
4. Press and hold the power button on the edge of the device.
5. Choose **Power off**.
6. Choose **OK** to shut down the system.
7. Power the device back on. The device is now "closed".

To restore access to the operating system and apps:

Important! If the Kiosk Mode option is greyed out**,** you may have a dedicated system. If your system was purchased as a dedicated system, you must purchase a key to unlock the system. Contact Saltillo for details.

Choose **Menu** ▤ or ▭ > **Settings** > **System** > **Kiosk Mode**. Then uncheck **Kiosk Mode**. NOVA chat should now be an "open" system.

Blocking Access to Application Settings, the Operating System, and Apps

To lock application settings:
1. Choose **Menu** ▤ or ▭ > **Settings** > **Menu Lock**.
2. Enable **Menu Lock**.
3. Enter a password and choose **Save**.
4. Choose **Menu** ▤ or ▭ > **Lock**.

To hide access to the operating system and apps:
1. Choose **Menu** ▤ or ▭ > **Settings** > **System**.
2. Enable **Kiosk Mode**.
3. Choose **Back** ↩ to exit the menu.
4. Press and hold the power button on the edge of the device.
5. Choose **Power off**.
6. Choose **OK** to shut down the system.
7. Power the device back on. The device is now "closed" and access to settings is "locked".

To restore access to application settings, the operating system, and apps:

Important! If the Kiosk Mode option is greyed out**,** you may have a dedicated system. If your system was purchased as a dedicated system, you must purchase a key to unlock the system. Contact Saltillo for details.

1. Choose **Menu** ▤ or ▭ > **Unlock**.
2. Enter the appropriate password and choose **OK**.
   Note: If you forget the password, enter **BOSCO** to overwrite the existing password.
3. Choose **Menu** ▤ or ▭ > **Settings** > **System** > **Kiosk Mode**.
4. Uncheck **Kiosk Mode**.

Creating and Loading Profiles

Profiles provide a snapshot of the current settings of the system to be saved for easy access at a later time. You can save multiple profiles to be used when needed. Creating multiple profiles allows you to switch between groups of settings. A button action is also provided to allow you to change settings by using a button without navigating the menus.

Creating a Profile

1. Choose **Menu** ▤ or ◻ > **Settings** > **Profiles** > **New**.
2. Give your profile a name (for example, morning settings).
3. Make all of the setting changes that you want associated with this profile. This includes the vocabulary file, settings, language, etc.
4. Choose **Menu** ▤ or ◻ > **Settings** > **Profiles** > **Save**.
5. Your new profile has been created with all current settings.

To create a second profile (for example, afternoon settings), repeat these steps, making new settings changes to associate with this new profile.

Loading a Profile

You can load profiles by navigating menus or by choosing a button.

To load a profile using menu options:

Choose **Menu** ▤ or ◻ > **Settings** > **Profiles** > **Load**. Choose the appropriate profile.

To load a profile using a button action:

1. Choose **Menu** ▤ or ◻ > **Edit Mode**.
2. Press and hold the button. (Right-click if you are using the Editor.)
3. Choose **Edit Button**.
4. Add a label, message, and icon as needed.
5. Choose the **Actions** tab and then choose **Add an action** to open a menu.
6. Choose **Select Profile**.
7. Choose the appropriate profile.
8. Choose **Save** twice.

If you create multiple profiles and load them using a button action, you can switch between profiles without navigating the menus.

Deleting a Profile

Choose **Menu** ▤ or ▱ > **Settings** > **Profiles** > **Delete**. Choose the profile to delete from the list.

Restoring Default Profile Settings

At any time, you can restore the default settings. Choose **Menu** ▤ or ▱ > **Settings** > **Profiles** > **Load**. Then choose **Load Default Settings**.

Changing Languages and Voices

You can change languages and voices.

1. Choose **Menu** ▤ or ▱ > **Settings** > **Language**.
2. Choose the appropriate language.
3. Changing the language provides alternative voices.
4. For details on changing the voice, see "Selecting a Synthesizer and Voice" on page 76.

Changing Display Settings

The brightness of the screen and the amount of time it takes to automatically power down after no use can be set in Display Settings.

Choose **Menu** ▤ or ▱ > **Settings** > **System** > **Display Settings**.

Brightness provides a slide bar for manually setting the brightness or an option to have the system automatically set the brightness. If you prefer the device to adjust the brightness automatically, check the **Automatic Brightness** option.

Screen Timeout offers settings from 15 seconds to 1 hour. This setting determines how long the screen will stay on after the last activation.

Setting the Date and Time

You can set the date and time from the Settings menu, and you can create a button that speaks and displays the current date and time.

Changing Date and Time Settings

Choose **Menu** 🔲 or 🔲 > **Settings** > **System** > **Date and Time**. Then set the date, time zone, time, and the appropriate date and time formats.

Creating a Date/Time Button

Note: Be sure that the Date and Time setting is correct before creating a date/time button. See "Changing Date and Time Settings".

To create a button that displays and speaks the current date and time:

1. Choose **Menu** 🔲 or 🔲 > **Edit Mode**.
2. Press and hold the button you want to modify. (Right-click if you are using the Editor.)
3. Choose **Edit Button** to display the Button Properties.
4. Choose the **Actions** tab.
5. Tap or click the list arrow 🔻 to open a list of actions.
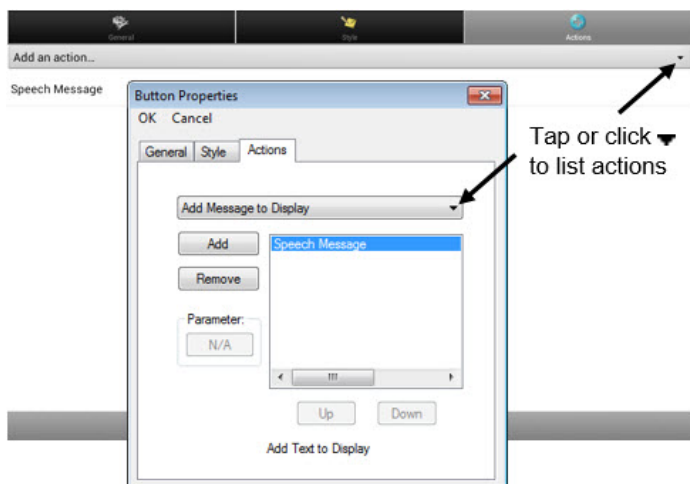
6. From the list of actions, choose **Add Time/Date to Display**.
7. Remove any existing actions for the button that do not apply.
8. Choose the **General** tab and add a label or/and symbol.

---

9. Choose the **Style** tab and set the appropriate style.
10. Choose **Save**.

When you choose the button, it should speak and show the date and time in the Speech Display Bar.

Adjusting Audible and Haptic Feedback

Haptic feedback is only available on the NOVA chat 5 device. Audible feedback is available on all NOVA chat devices.

The application provides an option to have an audible and/or vibration sensation when a button is activated. The vibration sensation option setting is called haptic feedback.

To add haptic or audible feedback:

Choose **Menu** ▤ or ▭ > **Settings** > **System** > **Sound Settings**.

Audible Selection provides an audible click when navigating through NOVA chat menus.

Haptic Feedback vibrates to indicate screen touches.

To add button clicks for vocabulary page activations:

Choose **Menu** ▤ or ▭ **> Settings > Input** > **Beep on Button Press**.

Analyzing Language Development

You can use the data logging capabilities of your device to collect information on a person's language development. Then you can upload that information to the Realize Language website.

Collect data on your device   **Upload the data to the Realize Language website**   **Create easy-to-understand reports**

This process allows you to monitor, measure and maximize the person's use of the device.

Using the Realize Language Website

Realize Language is a subscription-based online service that organizes and analyzes information and presents the results in easy-to-understand graphic formats that provides valuable insights into each person's language development. With this service you can

- Track the person's progress and communication development over time
- Compare different aspects of communication automatically
- Create a detailed summary of performance
- Share information with others
- Quickly create reports that anyone can understand

To learn more, go to the Realize Language website: https://realizelanguage.com/info/

To view or download the Realize Language Starter's Guide, go to https://realizelanguage.com/info/support

Creating a Privacy Password

Data logging provides the option to create a privacy password to protect the data you collect against unauthorized access.

1. Choose **Menu** > **Settings** > **Data Logging**. The first time you use Data Logging, the following message will appear:

   Data logging collects personal communication. You may now set up a privacy password to protect your communications from being shared without your permission.

2. Choose **Continue** to close the message and open a keyboard for creating a privacy password.
3. Enter a password and choose **Next**.
4. Enter the password again to confirm it and choose **Save**. The Data Logging menu will open.

Turning Data Logging On or Off

When data logging is turned on, your device collects language usage data which you can upload to the Realize Language website for web-based analysis or save to a file to analyze manually.

From the Data Logging menu, select **Data Logging**. A green checkmark will appear to indicate that data logging is turned on.
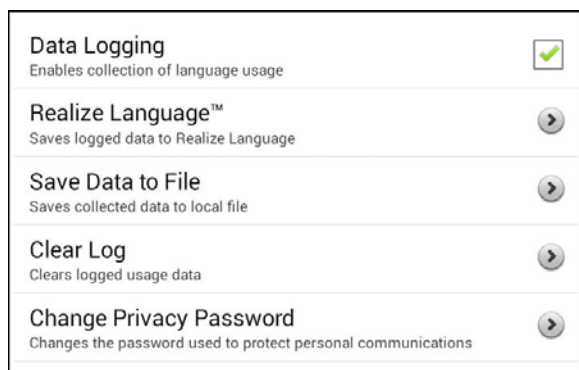
Note: To turn data logging off, select **Data Logging** to remove the green checkmark.

When data logging is turned on, the data logging icon appears in the Speech Display Bar.
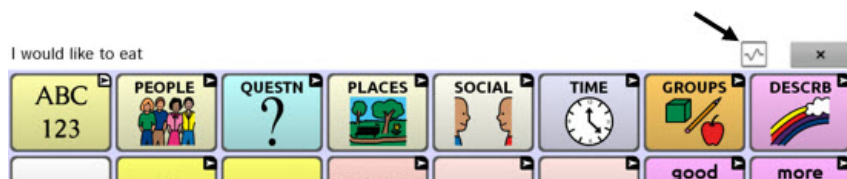
Important! If you plan to use the Realize Language website to analyze data, set up a person before you start collecting data.

Uploading Data for Analysis
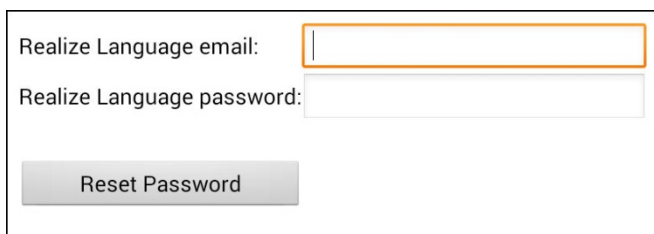
After you turn data logging on, your device will start collecting usage data. Your next step is to upload that data to the Realize Language website for analysis. You can initiate uploads manually any time or choose to allow data to upload automatically every 24 hours.

Note: Data logging and data uploading (collection) operate independently. If you turn off data logging, data collected since the last upload can still be uploaded manually or automatically as long as a network connection is available. If you disable data uploading, you can still collect data for analyzing manually.

Configuring Data Uploading

Note: You must be connected to WiFi to upload data.

1. Choose **Realize Language** from the Data Logging menu. The first time you select Realize Language, the following message will appear: "Access to personal communication requires authorization. Please enter your privacy password." Choose **OK**. A keyboard will open, prompting you to enter your privacy password.
2. Enter your privacy password and choose **OK**. Another keyboard will open, prompting you to enter your Realize Language account email address and Realize Language account password.

Realize Language email:

Realize Language password:

Reset Password

3. Enter your Realize Language account email address and choose **Next**. The highlight moves to the Realize Language Password field.
4. Enter your Realize Language account password and choose **OK**.

The device will be connected to the Realize Language website, and the Account/Upload screen will be displayed.

5. The screen will display your Realize Language account email address; the currently selected person (the person with whom collected data will be associated) or a warning icon ⚠ if no person is selected; the Auto Upload checkbox; and the Upload Now button with the date and time of the last data upload.
6. At this point you can select a person, set up automatic data uploads, or initiate uploads yourself.

Selecting a Person

A warning icon ⚠ following "Person" indicates that no person is selected. If you collect data before selecting a person, that data will be associated with a "default user". The best practice is to select a person immediately.

1. From the Account/Upload screen, choose **Person**. The Person list will be displayed.
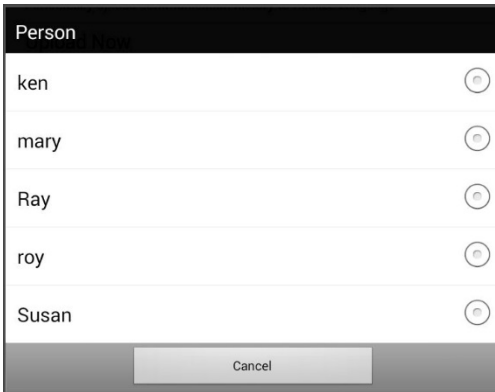
2. Select the person with whom you want to associate data. The following message will appear.

   Logged data exists that is not associated with a person. Do you want it associated with [*person*]?

3. Choose **Yes**. The name you select will appear under "Person", and a checkmark will replace the warning icon.

   Hint: At any time, you can choose **Person** to open the Person list and select a different person.

Setting up Automatic Data Uploads

From the Account/Upload screen, select **Auto Upload** to insert a checkmark. Data collected since the last upload will upload immediately, and data will continue to upload automatically every 24 hours.

To set a specific upload time, deselect Auto Upload and then select it again at the time of day you want data uploaded. For example, if you want data to upload automatically at 5:00 each day, select **Auto Upload** at 5:00 on any given day. From that point, data will be uploaded at 5:00 each day.

Note: When you want to analyze data before the automatic upload time, you can choose **Upload Now** at any time.

Note: If you want to initiate all data uploads yourself, leave this option unselected and use Upload Now each time you want to upload data.

Initiating an Immediate Data Upload

Any time you want to upload data immediately, choose **Upload Now**. Data collected since your last upload will be uploaded immediately. The button label will change to "Uploading" while the upload is in progress. When the upload is complete, "Upload Completed" will appear near the bottom of the screen.

Note: You can use Upload Now even if Auto Upload is selected.

Saving Data to a File to Analyze Manually

Save usage data to a file when you want to analyze it manually instead of uploading it to the Realize Language website for analysis.
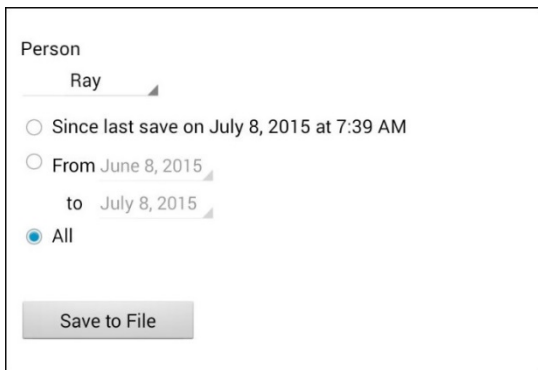
To save data to a file:

1. From the Data Logging menu, choose **Save Data to File**. The following prompt will appear.

   Access to personal communication requires authorization. Please enter your privacy password.

2. Choose **OK**. The keyboard will be displayed with the cursor in the Password field.
3. Enter your privacy password and choose **OK**.

The Save to File screen shows the current person under "Person". To create a file for a different person, select the list box arrow and select a different person.

Person

Ray

○ Since last save on July 8, 2015 at 7:39 AM

○ From June 8, 2015

    to July 8, 2015

● All

Save to File

4. Select an option: "Since last save on", "From / to", or All.
5. Choose **Save to File**. The following message will appear: "Data logging collects personal communication. Do you want to save personal communication?"
6. Select **Yes**. "File Saved" will appear near the bottom of the screen.
7. You can then view the file on your device or computer.

To view the file on your device:

If you have an app that can read text files, navigate to the file on your device. The path to the file varies by type of device.

To view the file on your computer:

1. Connect a USB cable between your device and the computer. Give the device a moment to connect to the computer. The device screen will display "Transfer Mode", and the computer will display a window with several options.
2. Click **Open device to view files**.
3. Locate the file by navigating to the **ChatPC** folder, and then the **log** subfolder. The filename will begin with the person's name, followed by the date and time.
4. View the file by opening it in a program installed on the computer.

Clearing Usage Data

To clear usage data for a person:

1. Choose **Clear Log** from the Data Logging menu. The Person to Clear window will be displayed.
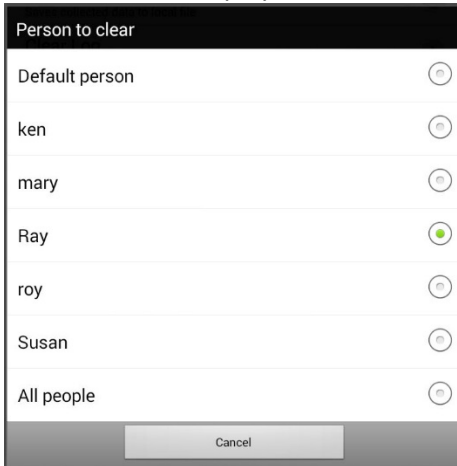
2. Choose the person whose usage data you want to clear.

   Note: A green dot will appear to the right of the person who is selected currently. You can choose that person, a different person, or **All People**.

3. When you select a person, the following confirmation prompt will appear: "Clear log for [*person*]?"

4. Choose **Yes**.

Changing or Removing Your Privacy Password

By default, each time you save data to a file, you enter a password. Entering a password helps ensure privacy—only you will be able to view the data. You can change this privacy password as often as you want, or you can eliminate the need for a privacy password.

To change your privacy password:

This procedure changes your data logging password only. It does *not* change your Realize Language account password.

1. Choose **Change Privacy Password** from the Data Logging menu.
2. Enter your old privacy password and choose **Next**.
3. Enter your new privacy password in the New Password field and choose **Next**.
4. Enter your new privacy password again in the Confirm Password field and choose **Next**.
5. Choose **Save**.

To remove your privacy password:

If you prefer not to enter a password each time you save data to a file, use this procedure. Keep in mind, however, that you will also lose the privacy protection a password provides.

1. Choose **Change Privacy Password** from the Data Logging menu.
2. Enter your old privacy password and choose **Next**.
3. Leave the New Password field blank and choose **Next**.
4. Leave the Confirm Password field blank and choose **Next**.
5. Choose **Save**.

Taking Pictures

From the home screen or Apps folder, tap the **Camera** shortcut .

Using the display as a viewfinder, compose your photo by aiming the lens at the subject.

To take the photo, tap the **Camera** button.
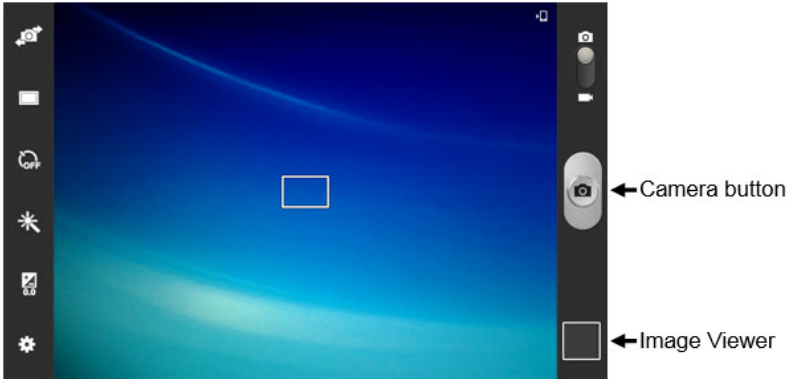
After taking a photo, tap the image viewer to view the photo.

Updating the Application

Be sure to check for available software updates on a regular basis.

Note: You must be connected to WiFi to download updates automatically.

Downloading and Installing Updates Automatically

The "Allow WiFi Download" and "Auto Install" options are selected by default on your device. Leave both options selected. To verify that the options are selected are selected:

1. Choose **Menu** 🔲 or 🔲 > **Help** > **Check for Updates** > **Menu** 🔲 or 🔲.

Allow WiFi Download		✓
Allow downloading of updates when connected to a WiFi network		
Auto Install		✓
Automatically install updates when appropriate		

2. If either option is not selected, select the box to insert a green checkmark.

To check for, download, and install updates:

1. Choose **Menu** 🔲 or 🔲 > **Help**. The Help screen will be displayed.

About...	
Information about this application	❯
Registration...	
Register this product	❯
Help Index	
Find help using this application	❯
Check for updates...	❯
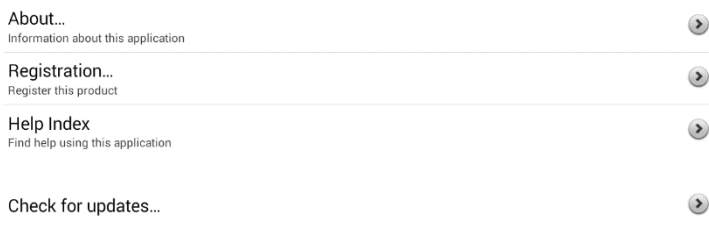
2. Choose **Check for Updates**. A screen will show "Check Now" along with the current software version, when you last checked for updates, and the date and time of the last update.

1.12.0-62-gb3dd24c

Check Now

Last Check: Jan 23, 2000 5:23 PM
Last Update: Jan 23, 2000 5:28 PM

3. To check for available updates, choose **Check Now**.

---

4. When the system finds one or more updates to install, a window will give you the option to install the update software or cancel.
5. Choose **Install**. "Installing" will be displayed below a progress bar while the installation is in progress.

ChatPC/library/myQuickChat 12_Adult PCS.c4v

Installing

Last Check: Jan 23, 2000 5:23 PM
Last Update: Never

Note: The number of updates to install can vary. When prompted, follow in on-screen instructions.

6. When the installation is complete, the screen will show "The Update Completed Successfully".

Alternative #1: Download Updates Automatically and Install Them Manually

Note: You must be connected to WiFi to download updates automatically.

Leave "Allow WiFi Download" selected, but de-select "Auto Install". To do this, choose **Menu** ▤ or ▱ > **Help** > **Check for Updates** > **Menu** ▤ or ▱.

Update files will download automatically, but will not be installed. The next time you restart the device, "Check Now" will be displayed on the screen. Choose **Check Now** and then select the update.

Alternative #2: Download and Install Updates Manually

De-select both "Allow WiFi Download" and "Auto Install". Choose **Menu** ▤ or ▱ > **Help** > **Check for Updates**. Choose **Check Now** and select the available update(s).

Backing Up and Restoring Vocabulary Files

It's important to back up your vocabulary files to guard against losing changes you made. If a problem occurs, you can then restore the backed up file to your device or the Editor.

Note: When you perform a backup, you will overwrite your existing backup file.

Backing up a Library in the Editor

1. Click **Library**.
2. Click **Backup**.
3. Type **Yes** to proceed.
4. Click **Continue**.

Backing up a Library on the Device

1. Choose **Menu** ▤ or ▭ > **Library**.
2. Choose **Menu** ▤ or ▭ > **Backup**.
3. Choose **Yes** to proceed.
4. When the backup is complete, choose **OK**.

Restoring a Library to the Editor

1. Click **Library**.
2. Click **Restore**.
3. Type **Yes** to proceed.
4. Click **Continue**.

Restoring a Library to the Device

1. Choose **Menu** ▤ or ▭ > **Library**.
2. Choose **Menu** ▤ or ▭ > **Restore**.
3. Choose **Yes** at the overwrite prompt.
4. Choose **Yes** at the restart prompt.
5. When the restore is complete, choose **OK** to restart the device.

Transferring Vocabulary Files

To transfer vocabulary files between the device and the Editor:

1. Start Chat Editor.
2. Attach a USB cable to the device and to the computer that is running the Editor. The device screen will display "Transfer Mode".
3. In the Editor, select **Library** to open the Resource Browser.
4. From the Resource Browser, select **Transfer**, and then select **Vocabs To/From Device**.
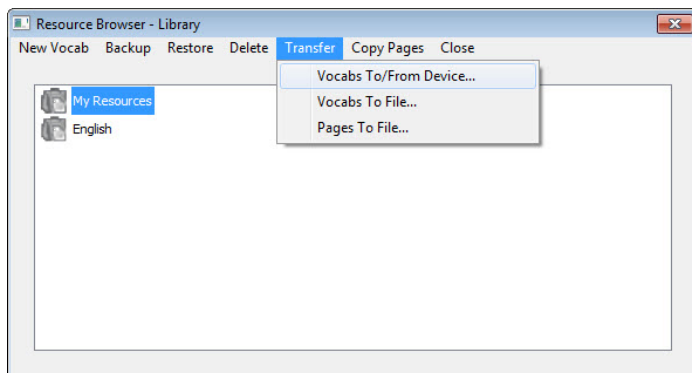
5. From the Transfer screen you can copy customized vocabulary files from the device to the Editor or from the Editor to the device.
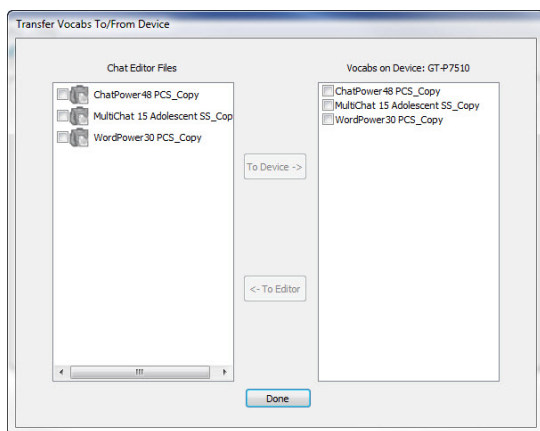
Copying Vocabulary Files from the Device to the Editor

From the Transfer screen, select the vocabulary file or files you want to transfer from the device to the computer and click the **To Editor** button.

When the transfer is complete, the name of the file should be listed in the Chat Editor section of the Transfer screen. Click **Done**.

If you are finished transferring files, disconnect the USB cable from the device and the computer. Return to NOVA chat.

Copying Vocabulary Files from the Editor to the Device

From the Transfer screen, select the vocabulary file or files you want to transfer from Chat Editor to the device and click the **To Device** button.

When the transfer is complete, the name of the file should be listed in the Vocabs on Device section of the Transfer screen. Click **Done**.

If you are finished transferring files, disconnect the USB cable from the device and the computer.

Troubleshooting

Amplifier no longer produces sound / The volume is limited to just the device's speakers.

Airplane Mode may have been turned on or the Bluetooth connection to the amplifier was lost. To make sure Airplane Mode is off, press and hold the device's power button. If Airplane Mode shows "Airplane mode is ON", tap **Airplane Mode** to turn it off..

The device doesn't connect to the amplifier

Verify that the connection is enabled by choosing **Menu** or > **Settings** > **System** > **Bluetooth Settings** and verify that **Use with Amplifier** is selected.

If the connection was already enabled:

On your device, press and hold **Back** . Choose **Yes** to confirm that you want to restart the application.

If the device still doesn't connect:

Choose **Menu** or > **Settings** > **System** > **Bluetooth Settings** > **Connect to Amplifier**.

The device will list all available amplifiers. Each amplifier name includes the amplifier's serial number to help you identify it.

Look for the serial number on the amplifier, and then find the amplifier name that includes that serial number in the list.

Choose the amplifier you want to use. The device will connect to the amplifier you choose.

Can't Find the Library Menu

If the Library menu is not showing, exit Edit Mode.

Resetting NOVA chat

Try a soft reset by cycling power with the device's power button. A hard reset is *not* recommended.

No Speech

Check the volume control on the edge of device. If that is not the problem, choose **Menu** ▤ or ▱ **> Settings > Speech Output** and make sure Speech Off is not checked.

No Speech and the message is not going to the Speech Display Bar when pressing buttons

This can be caused if a dwell time has been added. To check the timing, choose **Menu** ▤ or ▱ > **Settings** > **Input** > **Timing** and check to see if an Acceptance or Release time has been set.

Clearing and Restoring Customizations

Although most systems are purchased with one end user, there are times that devices are shared among more than one person. This can occur when systems are used in schools or libraries. In these cases, the vocabulary and settings will need to be cleared between device users.

Clearing Custom Vocabulary

1. Choose **Menu** ▤ or ▱ > **Library** > **Menu** ▤ or ▱ > **Delete**.
2. Check each file in the list (the list contains only custom files).
3. Choose **Delete**.
4. Choose **Yes** to confirm.
5. NOVA chat should now contain only the Saltillo-provided default vocabulary files.

Restoring the Default Settings

1. Choose **Menu** ▤ or ▱ > **Settings** > **Profiles** > **Load**.
2. Choose **Load Default Settings**.
3. Manually set up the appropriate synthesizer and voice by choosing **Menu** ▤ or ▱ > **Settings** > **Speech Output** > **Voice**.

Removing Downloaded Apps and Files

If you suspect that the device user may have downloaded new apps that should be deleted from the system, contact Saltillo for details or visit our Support site for details on removing these items.

Images can be removed manually by choosing the Gallery App, pressing and holding on each image, and choosing to delete them.

Music that has been added to the device can be removed by going to the Music app, pressing and holding on the song, and choosing to delete it.

Videos that have been added to the device can be removed by going to the Video app, pressing and holding on the video, and choosing to delete it.

Care and Maintenance

Your device is intended for use in normal communication situations. It is not waterproof, so use extreme caution when using it around water. As with most electronic devices, you should *never* use the device when you are actually in the water (for example, a pool or bath).

For information on cleaning and disinfecting your device, see "Cleaning and Disinfecting Your Device" on page 34.

When charging the device, use only the AC charger that came with the device. The batteries for the device are not field replaceable, and the system will need to be returned to Saltillo Corporation (USA) for servicing.

Replacement and repair of any electronic components of your device should only be done by qualified service personnel. Please call 1-800-382-8622 or email service@saltillo.com to obtain a Return Authorization prior to sending any component to Saltillo.

Shipping address (USA customers):

Saltillo Corporation
Attn: (Insert RA # here)
1022 Heyl Road
Wooster, OH 44691

Non-USA customers: Contact your local distributor for repair details.

If you discard all or part of your device, dispose of all electronic components according to local regulations.

Customers in Europe need to follow the WEEE European Battery Directive for details regarding disposal of components.

Warranty

Saltillo Corporation warrants the NOVA chat device to be free from defect in material and workmanship under normal use for the device warranty period of one year from date of purchase.

Please contact the Saltillo Service department (1-800-382-8622, option 1) prior to making alternations to the NOVA chat device for mounting, transportation, etc.

All warranty service should be arranged through Saltillo Corporation prior to sending a system back. Please call the company at 1-800-382-8622, option 1, or email at service@saltillo.com to obtain a Return Authorization number prior to sending the system to Saltillo.

If replacement is necessary, the replacement device may be a new or re-conditioned device of equal value.

Note: Saltillo Corporation considers bending of the unit, submerging it into liquid of any kind, or any breaks and/or cracks in the LCD screen to be misuse. However, will cover one such incident per warranty year.

Shipping address (USA customers):

Saltillo Corporation
Attn: (Insert RA # here)
1022 Heyl Road
Wooster, OH 44691

Non-USA customers: Contact your local distributor for repair details.

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Saltillo Corporation
2143 Township Road 112
Millersburg, OH 44654
Phone: 1-800-382-8622
Fax: 330-674-6726
Website: www.saltillo.com